

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.
MINUTES—BOARD OF MANAGERS MEETING— APRIL 26, 2016

Board Members Present: Jo Dobbs, Jeff Hughes, Kenneth Kemp, Jo Leeper, Judith Lyle, Darrell Traeger, Betty Walley, Phyllis Wells

Members Absent: Andy Pettit

Operations Manager: Carrie Bailey

- I. OPEN FORUM—6:00 PM Homeowners Present: Nancy Baker, Susie Brown,
 - A. Nancy Baker, the Crime Watch Committee, recommended the board consider installing panic buttons under the desks in the office.
 - B. Nancy also voiced complaints about the zigzag parking some residents are using by taking up two parking spaces. She also reported that one resident parks in the alley under cover to avoid hail damage.
- II. ANNOUNCEMENT OF EXECUTIVE SESSION – LEGAL, VIOLATIONS, DELINQUENCIES
- III. MEETING CALLED TO ORDER –The meeting was called to order by the president Jo Leeper at 6:07 PM.
- IV. MINUTES - the Minutes of the March 22, 2016 Board of Managers meeting were distributed and read for corrections or additions. The minutes were accepted as read.
- V. MANAGERS REPORT APRIL 26, 2016
 - I. Unfinished Business
 - A. Maintenance-
 1. Foundation - units 1001 and 1002 – COMPLETED 4/19/2016.
 2. Roofs- Replacement complete; working on punch items. Two more buildings need gutters installed. Repairs and paint touch-up for non- gutter areas will follow.
 3. HVAC Renovation
 - a. Air Conditioning System work almost completed on Chiller and Cooling Tower #2; a major expansion valve had to be replaced increasing the cost by \$12,608. Zoom has agreed to delay final payment into 2017 if needed.
 - b. HVAC and Domestic Hot Water Boilers contract was finalized with Zoom Air. New boilers and holding tanks for domestic hot water total cost \$116,917 and HVAC boilers \$291,734 – installation is scheduled for the week of September 12th.
 4. Utility Building Structure – Reinforcing the floor/ceiling over the Laundry Room, opening a wall on the second floor for new domestic hot water boilers and framing for vent covers for the second floor has been contracted to Reconstruction Experts for \$9,715.
 5. 15902 Coolwood – Association work is complete until interior work allows.
 - B. Administration
 1. Owner Insurance Certificates – ongoing
 2. Occupancy Status Report – 73 approved to be leased.
 3. Traffic light installation – Underground utility lines have been marked indicating that construction is scheduled. The city has not reported a start date.
 4. FEMA - LOMA – Request for remaining buildings – re-submitted to FEMA.
 5. Memorial fund for Gretchen Boyett balance as of 4-25-1 is \$1,405.00.
 6. PayLease shows that 5 owners paid on line for April.
 7. Website and eUnify conversion is in process; admin staff working to get it fully uploaded.
 8. Parking Stickers – On hold until eUnify is fully operational.
 - II. New Business
 - A. Parking Lot – A second proposal is due by the end of the week. Testing to determine the cause of asphalt failure and what action is needed to prevent future failure has been ordered.

B. Patio Enclosure Information. Kenneth Kemp moved that the board request the association attorney draft a resolution that owners who have patio add-ons to the common elements of their condo unit be charged per square foot to update with the current property insurance. Joe Dobbs seconded and the board approved.

C. Pool Area Improvements and Lighting Upgrades. Joe Dobbs moved and Kenneth Kemp seconded that we allocated the funds to update the pool area with furniture, lighting, painting to augment the fund for Gretchen Boyett. The board unanimously approved.

VI. TREASURER'S REPORT—Presented by Joe Dobbs and attached to the minutes.

The Treasurers' Report was filed for audit.

VII. COMMITTEE REPORTS

A. FINANCE COMMITTEE- Joe Dobbs had no finance committee report.

B. BUILDING COMMITTEE- Darrell Traeger – foundation inspection of several units. Meeting with ATT with site survey. Meetings with homeowners regarding roofing issues and another homeowner about water drainage.

C. LANDSCAPE COMMITTEE – Betty Walley has reviewed the property with Carrie. Discussion of removing some trees that do not look good on Preston Road. Discussion of several Crepe Myrtle which are too close to buildings.

D. ENERGY COMMITTEE-No Report.

E. RULES COMMITTEE- Jeff reported on the updates from the lawyers. Under Pets:

A. Residents may keep 2 house pets inside the unit.

B. COMMUNICATIONS- Judith Lyle. Transition from HOA Express hosting of website to eUnify Platform is taking longer than anticipated. Once the homeowner data is completely accessible as the office needs, the website can be completed.

C. HOSPITALITY COMMITTEE-Phyllis Wells reported on the recent event and thanked Susie Brown for her help. The Spring Fling on April 24th brunch held at PCC was attended by 34 people. The next event will be Tuesday June 14th at Coal Vines 4:30. Half-price drinks and they will supply appetizers.

D. NOMINATIONS/ELECTION COMMITTEE-No report.

VIII. PAVING PROJECT – Kenneth Kemp is researching the paving issue with Carrie's help.

IX. UNFINISHED BUSINESS - See Manager's Report

X. NEW BUSINESS—See Manager's Report.

XI. EXECUTIVE SESSION

A. Delinquencies

B. Legal updates

XII. ADJOURNMENT

There being no further business the MEETING was ADJOURNED AT 8: 24 PM

Next Meeting is scheduled for Tuesday, MAY 24, 2016 at 6:00 PM.

Judith Anne Lyle



Secretary