

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC  
MINUTES – BOARD OF MANAGERS MEETING – May 26, 2015

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

Members not present: Mike Daly, Andy Petit

Operations Manager: Carrie Bailey

Also present: Scarborough & Medlin Associates (Insurance) Rod Medlin, Daniel A. Holt,

I. OPEN FORUM – 6:00 PM

Homeowners present: Jim Fountain, Nancy Baker, Robert Kemp, Lori Smith

- A. Nancy Baker discussed the issue of Condo Association parking spaces being used to park used cars with the same dealer plate number. Nancy asked if there was a ruling to keep people from parking in the condo parking and visitor parking spaces. Bobcats and coyotes have not been seen lately. If they are seen, make noise and shoo them away. Kenneth Kemp discussed the need for a towing policy.
- B. Robert Kemp, a homeowner, was introduced by Kenneth Kemp. Robert discussed the chilled water system we now have and the asked about the possibility of adopting separate units as a positive asset for real estate. Robert would like a fresh pair of eyes to look at the cost to go to individual systems again. Carrie and the board agreed to explore all the options regarding separate systems.
- C. Lori Smith informed us that the traffic light installation is moving forward and that the surveyors were marking the area this week. She also announced that the Clubs of Prestonwood is offering a Social membership for homeowners with no initiation fees. Manager of the Clubs of Prestonwood, Matt Beroth, will confirm with a written letter to the Association.

III. MEETING CALLED TO ORDER – The meeting was called to order at 6: 12 PM by the President, Jo Leeper.

IV. Meeting with Scarborough & Medlin, Rod Medlin and Daniel A. Holt who recommended that the association insurance policy extend to the usable common areas which will increase coverage at ninety percent replacement costs. The proposals were left with the board.

V. Signing of the Agreement of Volunteer Service – each board member signed this volunteer agreement – our version of an NDA confidentiality agreement.

VI. MINUTES

The minutes of the April 28, 2015 Board of Managers meeting were distributed and read for corrections or additions. The minutes were accepted as presented.

IV. MANAGERS REPORT – May 23, 2015 was presented by Carrie Bailey.

I. Unfinished Business

- A. Maintenance

1. Foundation issues:
    - a. 15922 Archwood –Foundation work is complete, but rotting in the sub-floor and framing on the west wall was discovered. Office is waiting on additional bids.
    - b. 15921 Preston - work was completed on 4/18 however, one problem was not corrected by the lifting; that was the slope in the master bedroom on the 2<sup>nd</sup> floor. The engineer and Perma-Pier are coming back on 5/28 to see what can or needs to be done. It was discussed that the problem may be in the 2nd level flooring system rather than foundation which appears to be the case.
  2. Electrical-Oversized Breakers –Murr Electric inspected, tested, and found that there were additional inspections that need to be done on some building breakers.
  3. Sling replacements have been ordered for 6 pool chairs.
  4. Waste Management Consultant – The Club asked Club Corp’s waste vendor to do an analysis for both properties and we are also waiting for the estimates for the pad enclosure north of the tennis courts.
  5. Trane HVAC analysis – meeting was Tuesday 5/ 26. The cost analysis to convert to individual units versus maintaining the chillers and boilers is double the amount for replacing chillers and boilers.
  6. Utility Building preliminary plan has been provided by STB Architects owner, Bryan Thruston.
  7. Pool inspection is scheduled for next week.
- B. Administration
1. Insurance –Property – appraisal rates and coverage review presented by Scarbrough Medlin, Rod Medlin and Daniel Holt is under consideration.
  2. Flood Insurance Status – premium reimbursements were received 5/12/15 and this business is complete.
  3. Time Warner Cable Easement Agreement – has not been received with TWC signature. The customer account issues have been addressed.
  4. Owner Insurance Certificates –there are still some homeowners who have not complied with providing the association with this document.
  5. The Traffic light Request was approved by the City of Dallas on 4/9. The city is submitting to the Texas Department of Transportation and a decision will be made by mid-July as to if a light will be installed.
  6. Fine Increase notice mailed and will be effective June 15, 2015
- II. New Business
- A. Roof hail damage reported on 5/14 by Texas Vets Roofing – An insurance claim is in process.
  - B. The Utility Usage Reports are being updated by Rex Price. Water rebates will be requested for losses due to leaks.
  - C. Street signage replacement and pet waste station options were discussed. Joe Dobbs moved and Jeff seconded that the board buy 10 metal pet waste stations. The board voted was unanimous.

D. FHA approval has been requested by a homeowner for reverse mortgage.

VII. TREASURER'S REPORT was presented by Joe Dobbs (See attached Financials)

- A. The monthly Profit and Loss Statement for April 2015 was presented.
- B. Account Balances:
  - Operating Accounts \$100,128.34
  - Reserve Account \$447,102.58
- C. The treasurer's report was filed for audit.

VIII. COMMITTEE REPORTS

- A. FINANCE COMMITTEE- No report.
- B. BUILDING COMMITTEE- Andy Petit.
- C. ENERGY COMMITTEE – No report.
- D. RULES COMMITTEE- Betty Walley, Jeff Hughes. Rules Committee has turned over updates to lawyer for legal input.
- E. COMMUNICATIONS- Mike Daly, Judy Lyle. Judy reported on the Communications Event for Website Sign-up Friday, May 8<sup>th</sup>.
- F. HOSPITALITY COMMITTEE- Phyllis Wells. Phyllis discussed the survey that was sent out to homeowners.
- G. NOMINATION/ELECTION COMMITTEE- No report.

IX. UNFINISHED BUSINESS –

- A. See Manager's report

X. NEW BUSINESS - See Managers' report.

- A. Next Meeting is scheduled for June 23, 2015.

XI. Meeting adjourned at 7:25 pm

III. Executive Session

- A. Violations
- B. Delinquencies
- C. Personnel Issues. After review the Finance Committee recommended compensation be given to our Operations Manager for the exceptional job she has done in the past six months. Joe Dobbs moved that compensation of \$5,000.00 be given to our Operations Manager, Carrie Bailey, for the outstanding work in saving association funds and the professional manner in which she has handled the operation of the property. Jeff Hughes seconded, and the board unanimously approved the motion.

There being no further business the MEETING was ADJOURNED AT 7:40 PM



Judith Anne Lyle  
Secretary