

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.
MINUTES—BOARD OF MANAGERS MEETING— OCTOBER 25, 2016

Board Members Present: Nancy Baker, Jeff Hughes, Jo Leeper, Judith Lyle, Andy Pettit, Darrell Traeger, Phyllis Wells
Members Absent: Betty Walley

Operations Manager: Carrie Bailey

Homeowners Present: Jim Fountain, Ann Smith

- I. OPEN FORUM
 - A. Jim Fountain thanked Carrie for her help the other day.
 - B. Jim also discussed his Uverse Internet connection had been out and 4 or 5 service people came out until the service was finally repaired. Squirrels attacked the line.
 - C. Ann Smith asked about the rental policy regarding the number of units rented from 75 to 50. Carrie explained the process of how the list moves and the lowering of 5 per year.
- II. MEETING CALLED TO ORDER - The regular meeting of the board was called to order by the president, Jo Leeper at 6:10 P.M.
- III. MINUTES – The minutes of the SEPTEMBER 27, 2016 Board of Managers meeting were distributed and read for corrections or additions. Joe Dobbs moved that we accept the minutes as presented. The motion was seconded and approved by all board members.
- IV. ACTIONS TAKEN VIA EMAIL: no actions taken.
- V. MANAGERS REPORT – Carrie Bailey

Unfinished Business

- A. **Maintenance-**
 1. **Roofs-** Complete. Paint touch-up where gutters are not being replaced are in process.
 2. **HVAC Renovation**
 - a. **Air Conditioning System** work completed on Chillers #1 and #2. Work to be done on Cooling Tower #1 will be completed after the boilers are replaced. Pumps will be replaced following cooling tower repairs.
 - b. **Domestic Hot Water Boilers** Installation completed on 9-21-2016.
 - c. **HVAC Boilers** Replacement in process.
 - d. Patio ceiling/Balcony repairs on in process.
- B. **Administration**
 1. **Owner Insurance Certificates** – ongoing
 2. **Occupancy Status Report** – 71 approved to be leased.
 3. **Traffic light installation** – City reported on 3/19 that there are no funds available. Installation contingent upon budget for 2016-2017.
 4. **FEMA - LOMA** – Request for remaining buildings – FEMA sent a request for additional information - Mark Webb prepared for the association.
 5. **PayLease** online dues - 32 payments (13%) in September to 35 payments in October
 6. **Website & eUnify** website designer is working on upgrades to the website.
 7. **VoiceFriend** – Two complaints about late evening calls (after 10:00 p.m.) – these were voice messages that were not shown as received therefore the system re-tries to connect. In both cases the residents receive text messages so voice calls were deleted from their profile to solve the problem.
 8. **Parking Permits** – Enforcement will begin with Notice of Violation Letters to residents that do not have permits displayed in their vehicles.
 9. **Parking Lot** – Repairs are complete except for a couple of areas this week.
 10. **Recycling Change** – Transition is delayed until the country club repairs the gates to the enclosure.

11. **Office Hours** – a rear access laundry card machine has been ordered and when it is installed we will change the office hours.

12. **AT&T Fiber Optic Installation** – Installation in units began on 9/28/2016 and was completed on 10/20/2016. Underground line installation began on 10/24 and should be completed by 11/21.

New Business

A. Painting/Landscaping owner shared expense program for 2017. Some owners have gone in on sharing the expense of painting with owners paying for the labor and the association the paint.

B. Tree removal and fence changes on Preston Rd. Three trees are scheduled to be removed on Preston. Lowering the last three sections of the black fence along Preston will be done to enable a better view for pulling out onto Preston Road.

C. Holiday Social - tabled

VI. TREASURER'S REPORT—Presented by Joe Dobbs and is attached to the minutes. The Treasurers' Report was filed for audit.

VII. COMMITTEE REPORTS

A. FINANCE COMMITTEE- Joe Dobbs reported that the committee is preparing the budget for 2017 for vote at December 6 Board Meeting.

B. BUILDING COMMITTEE- Darrell Traeger no report.

C. LANDSCAPE COMMITTEE – Betty Walley no report.

D. ENERGY COMMITTEE-No Report.

E. RULES COMMITTEE- Jeff Hughes presented a list of vehicles without parking tags. Letters will be sent to those owners.

A. COMMUNICATIONS- Judith Lyle discussed newsletter contents to be sent in December and the thank you note communications project.

B. HOSPITALITY COMMITTEE –

C. NOMINATIONS/ELECTION COMMITTEE-No report

D. CRIME WATCH – Nancy Baker: Discussed the big truck parked in visitor's space on weekends on Copperwood. Reported the phone scam "shutting down Microsoft" and another scam saying that "relatives are being kidnapped." She also reported on illegally installed satellite dish on a roof.

VIII. UNFINISHED BUSINESS - See Manager's Report

IX. NEW BUSINESS—See Manager's Report. Jo Leeper moved that Jeff Hughes accept the Nominating Chair for 2016. Phyllis seconded. Motion passed.

X. EXECUTIVE SESSION – VIOLATION, DELINQUENCIES, AND STAFFING.

XI. The MEETING was ADJOURNED at 8:25 P.M

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

Judith Anne Lyle



Secretary