

PRESTONWOOD COUNTRY CLUB CONDOMNIUM ASSOCIATION, INC
MINUTES – BOARD OF MANAGERS MEETING – DECEMBER 9, 2014

Board Members Present: Mike Daly, Delisa Day, Joe Dobbs, Jeff Hughes, Jo Leeper, Judith Lyle, Andy Petit, Betty Walley, Phyllis Wells.

Operations Manager: Carrie Bailey

II. OPEN FORUM – 6:00 PM

Homeowners present: Betty Jo Patton, Nancy Baker, Kenneth Kemp, Jim Fountain, Gloria and Alan Weinblatt.

- A. Crime Watch Committee and Nancy Baker presented a report with the following item:
 - a. Prestonwood Country Club is handling all the details concerning last Friday, Dec 5, fatal accident at our entrance. They will keep us informed of the progress of the investigation.
 - b. There have been many instances of people leaving their doors open and unlocked. Please remember not to put yourself and the property in harm's way.
 - c. Request for the board to look into the condition of the shared alley ways of our homes for too many trash cans piled with refuse. There is a health and safety concern.
 - d. Recommend the board enlist the aid of a Sergeant at Arms volunteer to attend board meeting in light of past problems with unruly attendees.
 - e. Recommend fines be charged to homeowners with satellite dishes still placed in inappropriate places.
 - f. The fence has helped cut down on people cutting through the property for PWCCC and PCC.
- B. Jim Fountain asked about how many seats were up for election. Carrie Bailey is researching the Articles of Incorporation and documents clarity.

III. MEETING CALLED TO ORDER – The meeting was called to order at 6:25 by President Jo Leeper

IV. MINUTES

The minutes of the October 28, 2014 Board of Managers meeting were distributed and read for corrections or additions. The minutes were approved as presented.

V. MANAGERS REPORT was presented by Carrie Bailey for weeks 11/7/2014, 11/17/2014, 12/5/14

The following points of the report was discussed:

Unfinished Business

A. Maintenance

1. Foundation issues:

- a. Unit 1001 – 15919 Preston Rd scheduled for completion in Dec.

- b. Units 1044 & 1045 15912 and 14 Coolwood rescheduled for 1/15/15. Cost is \$2,108.00
 - 2. Balcony Maintenance Project is continuing.
 - 3. Tree trimming around power lines not needed at this time.
 - 4. Signs – The order is on hold.
- B. Financials
- 1. Planned CPA review –Recommend postponing until internal review is completed and journal entries completed. Also suggest we use existing CPA, DeVolt, rather than a new CPA.
 - 2. Recommended utility pass-through billing change (Manager’s Report 11/7/2014) is on hold.
 - 3. Preliminary 2015 budget is being prepared for review by Treasurer and finance committee for Board review in 1/15/15
- C. Administration
- 1. Flood Insurance Elevation Certificates. Requested a bid from Piburn & Carson
 - 2. The Time Warner updated contract will be reviewed by the attorney before signing.
 - 3. Insurance Certificates recommend that the planned fine of \$5.00/day will be applied to any outstanding owners beginning 1/1/2015.

New Business

- A. Traffic Accident on 12/5/14. Working with the country club to apply for a light. On 12/9/14 requested a traffic light installation with City of Dallas. Request will be reviewed and responded to within 10 days.
- B. Flood in unit 1123 kitchen sink back up. Working with homeowner’s insurance.
- C. Back-up chemical tank for HVAC water has a leak; Trane is getting bid to us which is expected to be approximately \$1200.00
- D. The roots from the tree behind 15935 Stillwood unit 1098 have grown under and lifted the patio creating a drainage problem. The association did remedial work 2-1/2 years ago and the problem has reoccurred. On 12/9/14 an arborist noted that the tree has a lethal fungus and recommended the tree be removed at a cost of \$485.00.

VI. TREASURER’S REPORT was presented by Joe Dobbs.

- A. The monthly profit and loss statement for OCTOBER and NOVEMBER were presented.
 - 1. The year to date profit and loss statements were presented.
 - 2. The reserve fund to date is \$224,870.00
 - 3. The Budget will be presented in January.
 - 4. The treasurer’s report was filed for audit.

VII. COMMITTEE REPORTS

- A. FINANCE COMMITTEE- No report until January.

- B. BUILDING COMMITTEE- Mike Daly. No report.
- C. ENERGY COMMITTEE - No report
- D. RULES COMMITTEE- Betty Walley. The rules need to be enforced.
- E. COMMUNICATIONS- Mike Daly said the website is updated and cleaned up.
- F. HOSPITALITY COMMITTEE- Delisa Day, Phyllis Wells
 - 1. Discussion of a Christmas Party to be held at Prestonwood Country Club in December 14, 2014, from 5 – 8 PM at a cost of 25.00/person; \$30.00 at the door.

G. NOMINATION COMMITTEE- No report.

VIII. UNFINISHED BUSINESS – See managers’ report.

IX. NEW BUSINESS - See managers’ report.

A. Next Board Meeting will be Tuesday January 27, 2015

X. There being no further business the MEETING was ADJOURNED AT 7:30 PM

I. EXECUTIVE SESSION –7:35 PM

A. Employee Holiday Policy needs clarification.

B. Delinquencies were discussed.

C. Employee Health Insurance for 2015 is under review. Joe Dobbs moved that health insurance will no longer be paid to employees. The Association will provide a \$250.00 stipend to defray the cost of obtaining insurance on their own. The motion was seconded by Betty Walley and unanimously approved.

D. Operations Manager Contract was reviewed. Jo Leeper recommended that the contract be reviewed by the attorney, Bob Blend.

The meeting was adjourned at 8:45.



Judith Anne Lyle

Secretary