

Park River West Board Meeting Minutes
Saturday, June 8, 2019
9:30 a.m.

- 1) Call To Order. Board meeting called to order at 9:32 by President Stewart Squires. In attendance: Herbert Sampson, Helen Evans, Ronald Springer, Carol Barkley, John Mize. Absent: Mindy Stephens, Judy Domina, Ray Burton. Carol Barkley to serve as secretary in Mindy Stephens' absence.
- 2) Approval of Minutes of April 27th Board Meeting. John Mize moved to approve the minutes, Herbert Sampson seconded. Motion carried.
- 3) Treasurer's Report. Monthly financial were presented by Helen Evans. Herbert Sampson moved to approve the report, Ronald Springer seconded. Motion carried.
- 4) Old Business.
 - a. Asphalt report by Herbert Sampson: The 2019 application is completed. A few garage doors were splattered due to rain. The painter is repairing them. Board agreed that the asphalt contractor was not at fault and would not be asked to pay for repairs. A renter in 649 moved the barrier and drove on the wet asphalt leaving marks. The home owner has been informed and will be asked to pay for repairs if it is determined any are necessary.
 - b. Landscaping report by Stewart Squires: The tree mediation treatment is completed, we are now watching for results. We will use Ben Ekren for landscaping this year. There are some dead trees that have been removed. Others remain and will be removed as prioritized on the list submitted by Mindy Stephens at a previous meeting. Several shrubs have turned yellow. This may be due to voles eating the roots or to insect infestation. **ACTION APPROVED**: Stewart Squires will work with Enviropest and Landscaper to determine cause and replacement options.
 - c. Building Maintenance report by Stewart Squires: The exterior painting is completed on all units. The paint has a 10 year warranty. The board will evaluate and prioritize additional painting or touch ups as needed. The painter has noted several instances of damage to siding and decks from grills (see "Mailing for Annual Meeting" for additional information.) There have been three complaints about blocked gutters and downspouts during the past month. **ACTION APPROVED**: Stewart Squires is in contact with Mark at Kingswood and is trying to get the gutters cleaned ASAP.
 - d. Moving Reserves to Higher Interest Bearing Account report by John Mize: John has recommended that funds be investment in T-bills through treasurydirect.com. He will work with Stew and Helen to complete the paperwork and determine our process for investment. They hope to have this ready for board approval at the next board meeting. In a related note, we determined that Stew is the only officer authorized to access funds. **ACTION APPROVED**: Herbert will draft a Banking Resolution that gives authority to other officers if Stewart is incapacity or unavailable.
 - e. Annual Meeting report by Stewart Squires: The meeting will be held August 10, 10:00-12:00 at Presbyterian community Church. There was some discussion regarding an informal get together for home owners (similar to last year's picnic). No conclusion was reached. Stewart Squires asked each person in attendance to declare whether they would be willing to serve on next year's board. All those in attendance said they would.
 - f. Spring Volunteer Day by several board members: The Volunteer Day on June 1 completed clean-up of slash and the removal of the fence on the west side of the property. About 20 people helped. Dennis led the efforts and was awesome. The fence remaining

on the River Rock side of the property has been power washed and will be painted. There was some discussion about building a shed for storage of tools. **ACTION APPROVED:** Herbert Sampson and Dennis will look at pre-fab options. Locations considered included behind units 639/641 or units 638/640.

5) New Business

- a. There have been complaints regarding the renters in 649 regarding a dog tied up outside and not supervised, and feces that have not been cleaned up. **ACTION ITEMS:** Herbert Sampson will address the concerns with the home owner.
- b. 2020 Budget report by Helen Evans: Helen presented a proposed budget for discussion. It does not include an increase in annual dues. Board members suggested lowering the painting estimate and raising the tree replacement estimate. Herbert Sampson moved to accept the proposed budget with the two changes mentioned above, Ronald Springer seconded. **ACTION APPROVED:** Helen Evans will make these changes and the Budget will be included in the Annual Meeting mailing to home owners.
- c. Mailing for Annual Meeting: A notification letter must be mailed to home owners no later than July 11. **ACTION APPROVED:** Stewart Squires and Mindy Stephens will draft and mail the letter. It will include a proposal to address concerns regarding damage caused to siding and decks by grills. **ACTION APPROVED:** Herbert Sampson will draft this proposal. Based on his recommendation, John Mize moved that the HOA purchase 68 fire extinguishers to be given to each home owner at the annual meeting. Carol Barkley seconded the motion. **ACTION APPROVED:** Herbert Sampson will purchase the fire extinguishers on behalf of the HOA.

6) Other Business

- a. The outside faucet at 629 is not working. Herbert Sampson proposed calling a plumber to fix the faucet and avoid problems. Helen Evans moved that the HOA would be responsible for this repair, Ronald Springer seconded. **ACTION APPROVED:** Herbert Sampson will contact a plumber for the repair. The home owners of 629 also asked if the foundation of their home had been repaired after flooding several years ago. It was determined that a structural engineer had done an inspection in 2016 and found no damage. **ACTION APPROVED:** Herbert Sampson will communicate this to the home owners.

7) The next Board Meeting was scheduled for Sunday, July 7 at 1:00. It will be held at 605 Park River Place (Barkley residence).

8) The meeting was adjourned at 10:46. Motion for adjournment was made by Helen Evans and seconded by Ronald Springer.

Minutes Prepared and Signed on: _____, _____

Carol Barkley, Director and Secretary of the Meeting