

## Board of Directors Meeting Reconvened

Sunday, July 8, 2012  
1:00pm  
Woods Manor Clubhouse

**Board of Directors Present:** Jay Rust, Chuck Sebald, Lisa Cobb, Karen Schilling, Larry Brutlag

**Officer Reorganization:** By consensus, officer positions:

President	Jay Rust
Treasurer	Larry Brutlag
Secretary	Lisa Cobb
Vice Pres.	Chuck Sebald
Member	Karen Shilling

### Unfinished Business:

#### Insurance

Jay would ask Four Seasons for a list of potential insurance providers to get a new bid. Our renewal is up in October. Larry will coordinate bids, coverages as the Board contact with Four Seasons.

#### Action List

- **Elevator hoistway door restrictors:** Contract with Thyssenkrupp signed, work may be done in September, will be paid from reserves.
- **Bedbug mattress covers** quote from 4S for mattresses is high, Jay will ask 4S for better price. Board will vote to approve by email on new quote.
- **Washing machine valves** and other vulnerable valves in kitchens and baths have malfunctioned in some units. 4S gathered costs: kitchen/baths and laundry in one bath units - \$275; 2BR unit - \$350. Prices are for doing more than one unit at a time to get a discount. Discussed importance of reducing risk of future failures. Board agreed to replace valves in all time share units. Discussed offering to have valves replaced in whole owner units at the same rate. Whole unit owners that want this work done would be billed on their monthly statement. Lisa agreed to write a letter to be included in the next billing. Ask 4S for layman's terms to describe work to be done for whole owners' letter.
- **Aging hot water heaters:** 4S gathered replacement costs – 50 gal tank is \$1000, 65 gal is \$1700. Water heater life is 5-15 years. Board asks whole owners to check on the age of their water heater and reminds owners that all heater failure water damage repair

costs are the responsibility of the unit Owner. Lisa agreed to include information in the next statement mailing offering group rates to whole owners at their discretion.

- Contract with JPlace Painting to paint WMI units and house interiors. Colors in house will be same as in time share units. Contract signed, deposit paid, scheduling imminent. (Scheduled for fall maintenance week.)
- All WMI cabinets and window trim has been oiled.
- \$16,000 loan to operating from reserves. Voted to renew loan for another year.
- Paid **loan for carpet** for house from WMI to WMA with 1% interest.
- **Internet discussion:** changing login is free, reprint of info in units costs money and is not necessary. Noted new transmitter on building B roof? Questions for 4S. Bandwidth during peak times (summer, Christmas) is low, will additional transmitters improve it? Jay will discuss with 4S.
- **WMI owned units weeks:** Discussion of bookkeeping regarding assets of units weeks and required accounting adjustments. Larry agree to work on this with 4S.
- **Window glass replacement:** Estimates reviewed. Discussion of funding options. View is everything in our building, and windows are HOA responsibility. Request quotes for weather stripping. Ask 4S for firm bids to replace windows. If we have flexibility on timing we can find may be able to fund this project in the budget.
- **Asphalt:** 4S had bid for asphalt some pot hole repairs. Need new bids that includes other areas in need for replacement. Chuck and Lisa will contact possible companies to request bids.
- **Hot Tub:** 4S requested approval of \$1,795 to replace the heater, filter sand and add a inline brominator & re-plumb the heater. Motion to approve. Unanimous vote to approve.
- **BC Collections:** Board discussed Time Share owners request to deed back their weeks to the HOA. Collections agency gets 33%. Question: who pays legal fees?  
Board has a bid from local title company to package our transactions with a title company: \$25 for titles, \$600-700 for quit claims. Funding source for these costs needs further research.
- **Rodent problems:** Chipmunks are homing underneath the buildings causing potential maintenance problems. Jay will request 4S to authorize exterminator work.
- **Good News:** Board has settled on 2 time share weeks with the collections agency.

**Next Board Meeting:** Thursday, August 30, 2012, 1 pm, Woods Manor Clubhouse.

**Adjourn**