

**Pittsfield Village Condominium Association  
Board of Directors Meeting  
Friday, September 27, 2013**

## MINUTES

**Pittsfield Village Board Members Present:**

Jessica Lehr  
Frank Lotfian  
Kat Irvin

**Board Members Absent:** Aaron Pressel and Sarah Deflon

**Kramer-Triad Management Group:** Terri Leirstein, Jeff Gourlie and Colin Breed.

**Co-op Board Absent:** Betsy Hunsche, Brian Rice and Lisa Lemble

**Co-op Board Present:** None

**Committee Chairs Present**

Darleen Boynton – M&M  
Margarita Garcia-Roberts -- Finance  
Barbara Scoville -- Landscape

**Co-owners present:** Gwen Gilbert

**CALL TO ORDER:** 6:30 pm by Jessica Lehr

### AGENDA APPROVAL

#### APPROVAL OF MINUTES FROM AUGUST

- Jack **Boyajian's** name misspelled. Frank motioned to approve as amended. Kat seconded. Motion carries.

#### COOPERATIVE BUSINESS

- 52 units left in the cooperative.
- One eviction will happen soon, being taken back by The Village.
- Outreach attempt to shareholders by ROA to assist with conversions.
- Funds will be dispersed to ROA on a monthly basis. Motion by Kat that this continues from now on. Frank agrees. Motion carries.

<b>COMMITTEE REPORTS</b>
--------------------------

#### AD-HOC COMMITTEE

- Water service lines: There has been renewed service into 12 units by Hutzel Plumbing. Colin is coordinating with the city to set up curb boxes. With the project being well underway, this Ad-Hoc committee is no longer needed.
- Alternative lawn treatment research: There was discussion as to if an Ad Hoc committee should be formed. At this time, this project will be handled through the landscape committee.

#### COMMUNICATION COMMITTEE

- Meet and Greet will be held on November 12, 2013.
- October 31<sup>st</sup> event – pumpkin carving contest and Trick or Treat in the Village.
- Pumpkin light covers will be delivered door-to-door

- Tracy will sit on the communication committee meetings in Terri's place.
- Tim Clarkson has stepped in with help maintaining the website as Andy Hickner moved away.

#### **LANDSCAPE COMMITTEE-report on file**

- Les will submit a list of trees he plans to plant (replacements)
- October 6<sup>th</sup> – site walk
- Fertilizer application will be applied this fall, but not Herbicide.
- Beginning discussions on snow and ice removal.
- Other lawn treatment options still being explored. Kat raised concern about “waiting to see what happens” as it pertains to applying no herbicides. Kat made it clear that she is in favor of banning pesticides, but this needs to be methodical process.

#### **MODIFICATIONS AND MAINTENANCE COMMITTEE-report and minutes on file**

- Specs for doors and satellite dishes are being reviewed and updated as needed.

#### **FINANCE COMMITTEE-report and minutes on file**

- Audit review discussed.
- The Committee recommends transferring \$200k from future reserves and opening a new account with a different bank. This will bring the account in compliance with the FDIC insured guidelines. Terri will research rates with local banks.
- Committee makes the following recommendations for the Village Cooperative Homes, Inc. - Transfer the

balance in the Mutual of Omaha tax escrow account to Mutual of Omaha Operating account and then close the tax escrow account. Motion made by Kat, seconded by Frank to do so. Motion carries.

- Motion to approve DCAM, Inc. contract overage for concrete (\$1196.00) to be paid from the future funding account. Motion made by Kat and seconded by Frank. Motion carries.

#### **BOARD-APPROVED MOTIONS THROUGH EMAIL**

The cancellation of the fall pesticide application was unanimous.

#### **PLANNING SESSION – none held**

#### **MANAGER REPORT – report on file**

#### **CONTINUING BUSINESS**

- Reserve Study update
- RTA – Roof spec work

#### **NEW BUSINESS**

- Emergency communication plan-table for next month

**ADJOURN TO EXECUTIVE SESSION— 8:00 pm**

#### **EXECUTIVE SESSION**

**NEXT BOARD MEETING:** October 24, 2013,

Respectfully submitted by Tracy L. Vincent