

**Pittsfield Village Condominium Association
Board of Directors Meeting
Thursday, July 24, 2014**

MINUTES

Pittsfield Village Board Members Present:

Aaron Pressel
Zach Bloomfield
Sarah Deflon
Kat Irvin
Frank Lotfian

Board Members Absent: None

Kramer-Triad Management Group: Terri Leirstein and Colin Breed.

Co-op Board Present: Betsy Hunsche and Lisa Lemble.

Committee Chairs / Members Present

Margarita Garcia-Roberts
Gwen Gilbert

Co-owners present:

- Topzewski: Roof. No direct leaking right now. Paint is peeling. Owners want to know what the status is of roof repairs or replacement. There was a brief email discussion amongst the board. Should the entire building roof be done or just above their unit? Specs are going through committee now, and then bids would be secured. Owners would like to see their section of work done sooner than later. Then when their building is scheduled to be done, their section would not have to be done at that time. Owners request a written confirmation from the Board via Management outlining the timeline and what was agreed upon.

CALL TO ORDER: 6:35 pm by Aaron Pressel

APPROVAL OF MINUTES FROM JUNE

Motion to approve as written made by Frank and seconded by Kat. Motion carries.

AGENDA APPROVAL

2 additions to the agenda: 2330 FW and 3461 Richard to Member Requests. (Terri)
(Aaron) 3505 EW request-move discussion and approval prior to Coop business. Motion made by Sarah, seconded by Zach. Motion carries.

3505 Edgewood: We have to request of the contractor the date of completion of September 1st. Terri will make every effort to get the specs and the contractor secured. Motion made by Zach to submit the new request to a contractor to follow our specs from RTA and request that the work is complete by August 31st. Motion seconded by Sarah.

COOPERATIVE BUSINESS UPDATE

- Village Cooperative has sold two units recently at asking price.
- Conversion update. Details in manager report.

- It looks like we will not be able to buy the NCB units. Termination of Tenancy should be sent by our attorney, as he was instructed.

COMMITTEE REPORTS

FINANCE COMMITTEE-report and minutes on file

- Tyler Carter has to leave the committee, as he is moving out of state.
- Committee received a scaled-back management report. Margarita feels that the full report is necessary. Aaron asked for further clarification. Is the manager report truly essential to the Finance Committee? Kat suggested identifying which areas are important to the committee be noted when it's reviewed later in the meeting.
- Auditor has received the information in order to begin their review.

COMMUNICATION COMMITTEE

- No chairperson
- Meeting quarterly now-next meeting September
- Pool party this Saturday
 - Terri went over the details
- Each committee has been asked to submit an article for the newsletter each month

LANDSCAPE COMMITTEE-report on file

- 5 requests in July
- Landscape walk follow up letters
- Boxwood removal proposal received from Superior – new business
- Planter boxes and vegetable beds – Aaron suggested that feedback be considered from the community.

MODIFICATIONS AND MAINTENANCE

COMMITTEE-report and minutes on file

- All submitted modifications were approved.
- Picnic areas and playground lighting was discussed. Benches and tables to be redone or replaced. All options will be considered.
- Aaron asked Colin to look at all railroad ties in the community and report back.

BOARD-APPROVED MOTIONS THROUGH EMAIL

- Tree removal at 2845 Pittsfield was approved by the board via email

PLANNING SESSION – Cooperative Board met

- Discussion of two owners who have been difficult to get a hold of and have not yet put their units on the market.

MEMBER REQUESTS

- 2330 FW work done to unit: wall was opened. Her contractor did sewer stack work. Owner is now asking for reimbursement since this work is covered by the association. Aaron recommends this reimbursement be approved. Motion to approve made by Zach to reimburse the \$1000 cost she paid. Seconded by Sarah. Motion carries.
- Motion to approve reimbursement to 3461 Richard in the amount of \$43.70 for pea gravel -- after Colin inspects work already done. Seconded by Zach. Motion carries.

MANAGER REPORT – report on file

- Report was highlighted. Capitol project spending reviewed to date.
- Gator was sold today for \$3,200.00
- “Future Funding” was explained for our new owner who was in attendance.

CONTINUING BUSINESS

- Boxwood removal proposal: Motion to approve 40 removals at the cost of \$1,000.00 plus 10 various other dead shrubs-\$250.00. Total cost \$1,250.00. Motion made by Frank and seconded by Zach. Motion carries.
 - An article will be written and an email will be sent. Owners will be asked if they have a request for a certain type within the price range. Aaron suggested there be a pre approved variety so as not to have to go through the committee process.
 - ½ dead boxwoods should be removed also.

- **Comcast Contract Renewal**

Representative will come address the board Exclusive rights contract for 10 years. No other advertising allowed by another service provider. They offer us \$100 per unit for the contract period. The Board agrees we should negotiate with Comcast. We should ask them if they would provide community-wide Wi-Fi within their contract.

- Future board meetings
 - October board meeting: request to change the meeting to the 30th.
 - November: change to 20th or hold an early December meeting or cancel the November meeting altogether and hold an early December meeting.

NEW BUSINESS

- Grilling and Portable fireplaces
 - Concerns: lawn damage, smoke damage and complaints. Discussion. Aaron doesn't think that a new rule should be written until something happens. Topic tabled.

ADJOURN TO EXECUTIVE SESSION— 8:18 pm

EXECUTIVE SESSION

NEXT BOARD MEETING: August 28, 2014

Respectfully submitted by Tracy L. Vincent