

**Pittsfield Village Condominium Association  
Board of Directors Meeting  
Thursday, December 4, 2014**

**MINUTES**

**Pittsfield Village Board Members Present:**

Kat Irvin  
Zach Bloomfield  
Sarah Deflon  
Aaron Pressel  
Frank Lotfian

**Board Members Absent:**

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

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

**Committee Chairs / Members Present:**

Ellen Johnson  
Betsy Hunsche  
Margarita Garcia-Roberts

**Co-owners present:**

Jeb and Brittany Bailey 3468 Richard: tree removal concerns

- Found response from committee to be a bit unwelcoming
- Biggest concern is, by removing trees, it alters the skyline in the community, coupled with rejuvenating the beds, lessens the appeal and market value.
- Is there really long-term savings by removing trees? Has the financial cost really been properly analyzed?
- There is a tree close to his unit, identified for removal but it has not yet caused damage.
- Jeb offered to help analyze the whole process
- Wants to see this program put to a community-wide vote.
- Please remove the orange dots from the tree near his unit. Terri explained the purpose of the dot (an identifier for committee, staff and contractors) is not necessarily a confirmation of removal.
- Minimize costs, stay within budget, plant more, yet alter the rate of removal.

Aaron addressed the Bailey's. We will look at the tree removal list and analyze it further. There is time to go over statistics and numbers, as we usually remove trees in the winter months and/or early spring.

Insurance does not cover damage caused by trees.

We will look a little closer at trees that are actually costing us significant amounts of money with sewer or foundation issues and those will be prioritized.

Trees were planted 50 + years ago too close to the buildings, and now we are faced with finding alternatives to be considered.

**CALL TO ORDER:** 6:32 pm by Aaron Pressel

**APPROVAL OF MINUTES FROM October**

Motion to approve the minutes as written was made by Frank, seconded by Sarah. All in favor. Motion carries.

**AGENDA APPROVAL**

Move member requests to top of the agenda, before Cooperative Business.

Add under Finance: review motion by committee to transfer funds and rename a bank account.

Motion to approve as amended was made by Zach and seconded by Frank. All in favor. Motion carries.

**COOPERATIVE BUSINESS UPDATE**

The Bridge loan is paid in full!

4 units left in the cooperative, 2 of which are owned by NCB.

Mediation hearing on Tuesday, December 9, 2014. Terri needs direction and leverage in order to settle. We should not go above \$32,500,000. If they keep the units, they will owe us back fees and they have to convert the units.

Motion made by Lisa Lemble to authorize contribution in addition to the insurance settlement, up to 18K in Cooperative funds toward the settlement in the lawsuit with NCB. Seconded by Brian Rice.

<b>COMMITTEE REPORTS</b>
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**FINANCE COMMITTEE – report summarized**

Met on November 20<sup>th</sup> with the addition of a new member, Azita, who has an accounting degree.

Budget process will begin soon.

Article for newsletter is being written by Margarita for the January newsletter.

Committee meeting date change – to 3<sup>rd</sup> Tuesday.

**LANDSCAPE COMMITTEE**

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

- Two requests this month:
  - Bathroom fan
  - Storm door replacement
- Playground lighting: still pending. It is a complicated process and will be discussed further during budget deliberations. The committee and maintenance will agree to try a short term fix and gather feedback.
- Warped porch posts: this is an issue at several units. This will need to be assessed.
- Storm door spec discussion: focus is uniformity.
- Basement living space? Safe? Should we develop specs? Specs would include requirements.

**OTHER**

Zach motioned to transfer \$98,345.11 from PV funding reserve to BOAA reserve and to rename the PV funded unit reserve to Land contract funding reserve. Frank seconded. All in favor. Motion carries.

Budget Process: the Board agreed that budget line items start at Zero. Each line item will be broken down and itemized by amount by each committee.

Final vote / budget meeting date change to March from February.

**BOARD-APPROVED MOTIONS THROUGH EMAIL**

Salt prepayment

Margolis snow contract

Letter to City regarding Strip mall

**PLANNING SESSION**

- Resolution of newsletter article/letter about playground lighting and apology letter.

**MEMBER REQUESTS -- see open forum**

**MANAGER REPORT** – report on file**CONTINUING BUSINESS**

- City Roofing Contract. Well into planning project. We will start January 5<sup>th</sup>, weather permitting.
- All units will be notified.

**NEW BUSINESS**

- Committee membership guidelines: Should long term returning members be required to follow the 3 meeting rule before being allowed to vote? Committees would like the Board to consider this. M&M will vote on this at their next meeting and get back to the Board.
- Storm door specifications for approval: motion by Frank to table the approval. Sarah seconded. Motion carries. Kat opposed.

- Planning Commission meeting: Ellen attended and reported back to the Board.
- Mastercraft Coatings addendum to final year of contract. Motion to approve 2015 schedule made by Sarah and seconded by Frank. Motion carries
- 2333 Fernwood foundation repair: Proposal by HomeSpec for \$7,500. Motion to approve made by Kat and seconded by Frank. Motion carries.

**ADJOURN TO EXECUTIVE SESSION—8:25 pm**

**EXECUTIVE SESSION**

**NEXT BOARD MEETING:** January 22, 2014

Respectfully submitted by Tracy L. Vincent