

**Pittsfield Village Condominium Association
Board of Directors Meeting
Thursday, February 26, 2015**

MINUTES

Pittsfield Village Board Members Present:

Kat Irvin
Zach Bloomfield
Aaron Pressel
Sarah Deflon

Board Members Absent: Frank Lotfian

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

Co-op Board members present: Brian Rice

Committee Chairs / Members Present:

Margarita Garcia-Roberts
Ellen Johnson
Lizzy Hurwitz

Co-owners present: none

CALL TO ORDER: 6:30 pm by Aaron Pressel

APPROVAL OF MINUTES FROM January

Motion to approve the minutes as written was made by Zach; seconded by Sarah. Motion carried.

AGENDA APPROVAL

Addition under New Business: Land Contract transfers.

Motion to approve as amended was made by Sarah and seconded by Zach. Motion carries.

COOPERATIVE BUSINESS UPDATE

- Still have 4 units. 2 of which are NCB owned units: board recommended settling on the units. This is still in negotiations.
- 2633 PF and 3512 C should be closing and converting very soon.

COMMITTEE REPORTS

MODIFICATIONS AND MAINTENANCE

COMMITTEE – minutes on file

- Several requests were reviewed at the February meeting.
- One of which was a request to add drywall to a basement ceiling to convert the basement to a bedroom. The committee is beginning talks on basements as living spaces.
- Specifications on fire pits will be written up.
- Storm door specs reviewed again. Aaron and Ellen met to further discuss.
- Other specs are being reviewed and finalized for posting on the website.

LANDSCAPE COMMITTEE – minutes on file

- No new requests for February.
- Tree planting article will be in the March newsletter.
- New idea: Fall Bulb Giveaway! With cider and donuts
- Face book posts – want to see more
- Garden marker letter is being revised.
- “Friend of the Village” form – an idea they are working on re-introducing.
- Flower box contest – another idea.

FINANCE COMMITTEE

- New financial reports from Associa: The committee will determine which reports they’d like to see each month.
- Petty cash account was reviewed.
- Budget meeting date- Terri will contact committee members to see if the 19th of March works over the 17th.

EVENTS COMMITTEE

Terri broke down the events by month and listed their potential spending.

- Annual meeting and flower giveaway
- Yard sale
- Picnic/ Pool party
- Flower box contest
- Pooch plunge
- Bulb giveaway
- Trick or treat event or October fest

BOARD-APPROVED MOTIONS THROUGH EMAIL - none**PLANNING SESSION – none held****MEMBER REQUESTS**

Request to rent unit on short term basis. (No less than 30 days). Discussion. Owner will follow the Leasing Policy.

MANAGER REPORT – report on file

Terri reviewed in detail the projects listed on the report.

Strip mall development awaits City Council approval– notice included in board pack
Copier contract expired. We will solicit bids.

CONTINUING BUSINESS

- Roofing report:
 - Units with storage in the attic spaces did not get insulation blown in.
 - Bath vents: if these are required to be installed, these costs will be billed back to the unit owner.
 - Attic storage issue will be addressed in future roof work notices.

NEW BUSINESS

PNC bank / Petty Cash Account: Terri will ask Jeff Gourlie to contact the bank.
Proposal to transfer \$1500 from MOB-checking into the PNC petty cash account to avoid monthly fees. Kat motioned to approve the addition of \$1500 to the account, and allow staff to research a new bank if possible. Zach seconded the motion. Motion carries.

ADJOURN TO EXECUTIVE SESSION—8:09 pm

EXECUTIVE SESSION

NEXT BOARD MEETING: March 26

Respectfully submitted by Tracy L. Vincent