

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

**MINUTES**

**Pittsfield Village Board Members Present:**

Kat Irvin  
Zach Bloomfield  
Aaron Pressel  
Sarah Deflon  
Frank Lotfian

Board Members Absent:

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

**Co-op Board members present:**

**Committee Chairs / Members Present:**

Margarita Garcia-Roberts  
Ellen Johnson  
Lizzy Hurwitz

**Co-owners present:** none

**CALL TO ORDER:** 6:30 pm by Aaron Pressel

take back these units from NCB so they can be sold and the Village Cooperative dissolved.

**APPROVAL OF MINUTES FROM February**

- Motion to approve as presented made by Zach and seconded by Sarah. Motion carries.

**COMMITTEE REPORTS**

**AGENDA APPROVAL**

- One addition for member request: 3459 Richard – rental request
- Kat has a landscape request from a resident at 3468 Richard
- Motion by Kat to approve as amended, seconded by Frank. Motion carried

**FINANCE COMMITTEE**

- Budget meeting last week included a lot of discussion.
- Finance will make final changes as needed to the budget following the last meeting.
- CAI Conference update. Margarita, Ellen, and Frank attended the conference and collected a lot of information. Margarita will put together an article about condominium content insurance.

**COOPERATIVE BUSINESS UPDATE**

- 3512 WW and 2633 PF are closing tomorrow.
- NCB status: we are filing a Notice to Quit and are moving forward legally to

## **MODIFICATIONS AND MAINTENANCE COMMITTEE – minutes on file**

- CAI Conference feedback. One session dealt with Hoarding. Very informative.
- Last meeting highlights:
  - Deck repair after tree removal. Approved with conditions.
  - Radon mitigation
  - Roofing project: some units have been found to have storage in the attic. Details are now in the roofing work notices that storage in the attic is not permitted.
  - Fire pit regulations: suggestion to allow propane fire pits. A policy will be written.
  - Articles were written for the April newsletter.
  - Renters and related parking issues.
  - Gutter proposals
  - Painting schedule and quality of paint was discussed.
  - Maintenance matrix – we should send this out as an article / reminder to all.
  - Specs reviewed:
    - Door specs
    - Storage structure
    - Basements as living space
    - Decks – we should have links from our website to City codes. (TIM)
    - Stairs to attic – need to pull

Not yet discussed but on the radar:

Pool proposals  
Deck proposals  
Heaters for maintenance shop

- Aaron asked about the new shingles that need paint. The Committee will be discussing this issue.
- Storm Door Replacement Specs
  - Strike #5: Paint finish must be powder-coated.
  - Mastercraft painting would have to paint all new doors-add to specs.

## **LANDSCAPE COMMITTEE – minutes on file**

- No new requests
- Reviewed budget
- Wrote an article for the April newsletter letting people know that they can make landscaping requests.
- Tree nursery sign will be ordered.
- Raised garden beds? The committee concluded that they are not such a good idea. There was discussion among the board members and concluded that perhaps specifications could be drawn up and reviewed at a later date.
- A Community Garden was discussed.
- Garden Marker Program
- Flower box contest
- Gardening club idea
- Regarding project discussed. Fall is the best time to re-grade. The soil is dryer.
- Friend of the Village Program
- Native plant listing to go out to the community.
- Spring Walk – Friday, May 29<sup>th</sup> 3:00 to 6:00pm

## **EVENTS**

- Sarah will write an article for May.

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

- Motion to transfer the monthly Land Contract payments from Mutual of Omaha Bank-1010 Operating Checking account to Mutual of Omaha Bank-1328-Land Contract Payment Reserve, a Reserve account.

## **PLANNING SESSION held March 15<sup>th</sup>**

- Newsletter article writing
- Committees in general
- Community survey
- “partial unit” renting
- Board members to become familiar with the bylaws.

- Management report – redundant?  
Reviewed by committees and then at the board meeting?

### **MEMBER REQUESTS**

- Request to be allowed to rent unit and waive the 12 month owner occupied policy since same owner rented it prior to Cooperative conversion. Sarah motioned to allow 3459 Richard to rent his unit, seconded by Zach. Motion passed.

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

### **CONTINUING BUSINESS**

#### Citi Roofing Project

- Completed and billed out 5 buildings so far.
- They are working on 4 more currently

#### Budget Review

- Getting another insurance bid to compare to AIAI

- FF foundations moved target from 40 to 30 thousand
- Tree removal project in the current worksheet would be fully funded by reserves and not from operating.
- A motion was made by Sarah to keep the Association maintenance fees at their current rate and not to raise them. Motion seconded by Frank. All in favor. Motion carries.

### **NEW BUSINESS**

- Motion to empower Terri to secure an insurance policy for no more than \$50,000.00 provided that the policy is identical to our existing policy. Motion made by Zach, seconded by Sarah. Motion carries.

**ADJOURN TO EXECUTIVE SESSION—8:09 pm**

### **EXECUTIVE SESSION**

**NEXT BOARD MEETING:** May 2015

Respectfully submitted by Tracy L. Vincent