

**Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, January 25, 2017**

MINUTES

Pittsfield Village Board Members Present: Aaron Pressel, John Sprentall, Lara Cooper and Cindy Samoray.

Board Members Absent: Sarah Deflon

Associa / Kramer-Triad Management Group:
Thayer Moran, Tom Cottrell, Tracy Vincent and Colin Breed.

Committee Chairs / Members Present:
Leif Millar of 2829 Whitewood in attendance.

CALL TO ORDER: 6:31 pm by Aaron Pressel

APPROVAL OF MINUTES from November.

Motion to approve with changes* was made by Cindy and seconded by Lara. Motion carries.
*Sarah asked to speak with the survey company and was declined.

AGENDA APPROVAL

Add: Tim's Retirement to New Business

Add: Budget to Continuing Business

Motion to approve with amendments made by Lara, seconded by John. Motion carries

COMMITTEE REPORTS

LANDSCAPE COMMITTEE – no meeting in January

MAINTENANCE AND MODIFICATION – December and January minutes submitted.
Online forms availability – what is the status of having this option? We will pursue this in the near future. John would like to see some progress. Leif Millar volunteered to try to help implement this.

BOARD-APPROVED MOTIONS THROUGH EMAIL – none

MEMBER REQUESTS – none

MANAGER REPORT – report and financials on file

1. Under “condo units for sale” one correction to make Hillary Ward aware of: 2829 WW is NOT for sale.
2. Solicitors: something should be put in the newsletter. City of A2 requires a Peddler's License.
3. Reserve Study numbers will be reviewed in February by M&M.

CONTINUING BUSINESS

Lawn Survey from Power Marketing Research

Cost would be approximately \$3,650 (includes postage). Lara motioned to approve the proposal and to proceed with conducting the survey. No second. All opposed. Motion fails.

Budget planning: reminder to M&M and Landscape that the board needs their budget numbers. Draft budget to the board in March so that the budget can be finalized and approved by the board at the April meeting.

NEW BUSINESS

Audit and Tax contractor

We are not pleased with the service we have been receiving from Schultz and Associates. KT recommends fulfilling the audit with another company, Myler and Associates for \$3,275. We will need to send an engagement letter. Motion to approve Myler's contract to complete the audits for both Associations was made by Cindy and seconded by John. Motion carries.

RTA Roofing Contract

Aaron asked for a roofing map. Maintenance has this available. Aaron wants the map included with the newsletter. 14 of the 101 buildings will be done this year. 11 were done last year. Motion to approve RTA's contact to include Citi roofing's phase III contract pricing with the additional cost for gutters -- made by Lara and seconded by John. Motion carries.

Website Support Proposal - Tim Clarkson

Motion to approve made by Lara, seconded by John. Motion carries.

Tim Clarkson retirement

Motion to accept retirement gift to Tim made by Cindy and seconded by John. Motion carries. On behalf of the board, Aaron thanked Tim for his longevity and dedication to the Association and hopes to see him around the community. Thayer recapped Associa's hiring process and mentioned that they've hand-selected a few existing Associa employees to interview with the current PV site staff and on-site manager. We should have a replacement within 30 days.

ADJOURN TO EXECUTIVE SESSION—7:37 pm

EXECUTIVE SESSION

NEXT BOARD MEETING: February 22, 2017.

Respectfully submitted by Tracy L. Vincent