

Cresthaven Condominium Townhomes Section 5, Inc.

BOARD OF DIRECTORS MEETING

Held at the On-Site Clubhouse

Meeting Minutes, Page One of Two

January 18, 2017 at 7:00 pm

APPROVED

1) **Call meeting to order:** 7:00 pm

Present:	Linda Walsh:	Vice President & Acting President
	Marie Tiberio:	Treasurer
	John Allen:	Secretary
	Marcos Capo:	Facilities Director
	Frank Gueits:	Director
	Velynda Baker:	Director

Absent: None

Management Present: Beverley Jamason, LCAM representing Sea Breeze CMS.

2) **Approval prior meeting minutes:**

Velynda made a motion to approve the minutes as read by John, seconded by John, passed unanimously.

3) **Financial Reports:**

Financial reports for the period ending December 31, 2016 were presented at the meeting.

4) **President's Report:**

Linda gave an update on the community, including status of the golf cart, inside office door mail slot will soon be re-opened to accept work orders and payments – NO CASH. The newsletter was hand delivered and mailed to all off site owners and much positive feedback has been received. While looking through records to clean out the office, a legal opinion regarding responsibility for termite treatment was found indicating the community should treat and perform an annual inspection, at this time this work is being bid out, proposals should be back to vote on at the February meeting. National Pool Service has been maintaining the pool as pool bids in process.

5) **Old, Unfinished & New Business:**

Golf cart currently at Fink Golf Carts for evaluation as not working. Marcos motioned to approve Fink fixing the golf cart for \$919.13, seconded by Marie and passed unanimously.

Fink Golf Carts will also come out to perform a quarterly inspection for \$35.00 per visit. Marie motioned to approve the quarterly inspection, seconded by John and passed unanimously.

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5) **Old, Unfinished & New Business: - Continued**

Board and unit owners present discussed whether or not to post the newsletter to the website, after discussion, Velynda motioned to post to the website, seconded by Marie and passed unanimously.

Board reviewed ARB request from #50 to add pavers to the back patio to enlarge the area. Marcos motioned to approve, seconded by Velynda and passed unanimously.

Common area landscaping bids were reviewed, after board discussion, the Board unanimously approved staying with Grass Masters at this time, but they would like to negotiate the payment terms and clean up time.

Board reviewed proposals from various pool companies. Linda motioned to go with Perfectly Pure Pools as they currently also service two other pools in the vicinity, with a thirty day cancelation clause and to start February 1st, seconded by John and passed unanimously.

The Board discussed the two current loans with Valley National currently at 6% interest rate. After discussion, Linda motioned to pay off the small loan and convert the large loan from 6% to 4.25% if the costs and fees to change do not exceed \$1,000.00, seconded by Marie and passed unanimously.

Unit #125 sent in a letter regarding a leak from an unknown source at this time. Company Roofing have been out and flooded the roof but could not see a leak, owners were requested to keep an eye out to notice where and when they saw the leak as it may well be an A/C leak. Marcos offered to meet with the owner to view the crawl space area to check for signs of any leaks to help determine the cause.

6) **Owner's Forum:**

Owner asked if one of the tennis courts can be changed to a pickle board court. Rather than Gately paying for a legal opinion at this time, board requested the owner contact the other community that had the pickle board set up to see how they did it.

7) **Adjournment:**

John made the motion to adjourn the meeting at 9:26 pm, seconded by Velynda and passed unanimously.