

Winchester Courts HOA, Inc.
Board Meeting Minutes
October 11, 2016
6:45 p.m. at Sea Breeze Office
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APPROVED

1.) Call to order and confirm quorum of board members

- a. Meeting called to order by Mike McCarthy with Board Members Bill Catron Sharon Bell, Rose White present. Also in attendance was property manager Michael Shatz representing Sea Breeze Management.
- b. **Absent:** Peggy Kroll

Reading of previous board meeting minutes or motion to forego

Motion by Mike McCarthy to forego reading and accept the September 13, 2016 minutes as presented. Seconded by Sharon Bell and approved unanimously.

3.) Treasurer's report and past due accounts

Sharon Bell discussed need for board to clarify insurance payment options/schedule.

4.) Treasurer's Report

Motion by Bill and seconded by Mike to accept the Treasurer's Report as presented. Approved unanimously.

5.) Committee reports:

A- Resale/Rental: 23C Lease approval? (Bill) 21B – Lease approval?

B- Landscaping: Submit ARB to request landscaping upgrades, refurbishment, etc. Association will review proposed plantings based upon recommended list. If not submitted, owner must remove or maintain. Modify ARB. Assoc. is responsible for planting/digging.

Edging – BrightView not doing correctly.

Love vines – need control

Weeds – Oct/Nov. –Jan. weed and feed.

Bushes – trimming –

Pine tree trimming – must contact PBG arborist

Tree trimming proposal – Only Trees to bid. Get another bid.

C- ARB review: None

D- Social/Welcome:

E- Fine:

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- F- Flat Roof Maint/Repl.: 11665 Ficus replacement pending.
Replace vents with flappers @ \$194
Insurance savings?
Vents replaced when roofs replaced?
Roof inspection – assoc. must act on recommendations.
- G – Building Painting: Bill moved to rescind previous BOD decision on painting in fiscal 2016 and schedule instead in 2017. Seconded by Mike. Approved unanimously.
- H – Fence Maint/Repl.: BOD to review annual fence replacement/loan to replace 50 fences.
Bill to conduct Nov. fence inspection. Last 12 fences replaced need to be painted. No fence power washing this time around.
- I – Pest Control: None

8) New & Unfinished Business combined with Manager’s Report

- A. Bill moved to change BOD meeting date to 4th Tuesday. Sharon seconded. Motion passed.
- B. Roof B Kleen mansard/sidewalks/walls bid – Bill moved to accept RoofBKleen for mansards and sidewalks. Schedule either for Nov. or Jan. Sharon seconded. Approved unanimously. Notice to homeowners. RoofBKleen to post notice around the property and notice to move Cars.
- C. Campany 4-yr roof maintenance agreement – Bill moved to approve. Sharon seconded. Approved. Correct to 4-year duration of contract from 5 years under Terms section.
- D. Sidewalk Solutions bid – Cady to get complete bid from Bluewater and/or other vendor.
- E. Bill moved to accept Kasper light fix bid for both light poles by lake. Mike seconded. Approved.
- F. Send special assessment on building 41 to attorney for collection.
- G. BrightView irrigation repair – rule out fire hydrant/call city of PBG have them check. Get legal opinion. Bill moves to withhold payment pending further investigation.

9) Any other business that properly comes before the board

None

10) Confirmation of next meeting and motion for adjournment

Next meeting is scheduled for Thursday, November 10, 2016 at 6:45 p.m. at the Sea Breeze office. There being no further business, Mike motioned to adjourn at 9:30 p.m. Seconded by Bill. Meeting adjourned.