

Dorsey Village Condominium Association Board of Directors Meeting Minutes

DATE: 03 December 2016

PRESENT: Gary Ruskowski (President), John Whitfield (Secretary), Gino Leone (Treasurer), Patricia Johnson (at-large)

Guests: Donna Risley (resident), Heather Kelley (resident)

Meeting was called to order by Gary Ruskowski, President, at 11:02am in the back room of Roosters.

APPROVAL OF MINUTES:

ACTION: Gino Leone made the motion to approve meeting minutes from 15 June 2016 submitted by John Whitfield, Secretary. Patricia Johnson seconded. Motion passed unanimously.

Minutes from previous meeting were submitted to Stout Properties and posted on website.

TREASURER'S REPORT:

Gino Leone indicated that as of 10 months into the year the budget is on target. The reserve fund is also solid. No concerns were noted.

BOARD ELECTIONS:

It was noted that the Annual Meeting did not have a quorum present, so no business could be conducted. As a result, it is necessary for the Board President to make interim appointments to the board. Gary Ruskowski nominated Donna Risley and Heather Kelley to join the Board in 2017.

ACTION: Gino Leone made the motion to accept the new Board Members as nominated. Patricia Johnson seconded. Motion passed unanimously.

Gary Ruskowski nominated the following slate of officers for 2017:

President:	Gary Ruskowski
Vice-President:	John Whitfield
Secretary:	Heather Kelley
Treasurer:	Gino Leone

ACTION: John Whitfield made the motion to accept the new Board Members as nominated. Patricia Johnson seconded. Motion passed unanimously.

Patricia Johnson indicated that she is stepping down as a member of the Board. Patricia was thanked for her service. Patricia Johnson has served on the Board of Directors since its inception.

OLD BUSINESS:

Community Area

- The concrete pad to be poured behind garages at the front of the community and a foundation for a storage building was not completed as scheduled due to contractor being unable to complete this project before winter. This project will be carried over to 2017 and will hopefully begin in March or April 2017. This would be an area to have picnic tables and a locking shed for community property.

Pitted Front Porches

- The Board acknowledged the pitting of the front porches on Buildings 5 and 6. The plan was to have these porches torn out and re-poured by the end of 2016, but scheduling conflicts with the contractor prevented it. This project will be carried over to 2017 and will hopefully begin in March or April 2017.

Roof Leaks & Gutter Issues

- The Board discussed the continued issue of water leaks around windows on some 2nd floor units. The plan is to have all windows caulked to try to address this problem.

Issues Involving Residents

- The board discussed on-going issues with at least 2 residents who continue to not clean up after their dog. It was noted that both of these residents have fines in excess of \$300 which are unpaid. There was discussion about placing a lien on both properties until fines are paid and the behavior is addressed. No decisions were made at this time.
- The board discussed continued issues with parking violations.

New Resident Notification

- Gino Leone noted that in 2016 there were 11 new residents. The Board will continue to reach out every time a new resident moves in and will provide the new resident with a \$30 gift certificate to Fresh Market and a copy of By-Laws. Gino Leone will continue to spearhead this effort, and Donna Risley agreed to assist.

NEW BUSINESS:

Landscaping

- When Kevin Adams left the board, there was no longer a point person to work with Class A Lawn & Landscaping regarding on-going maintenance and beautification. Donna Risley agreed to serve in this role.

Surveillance Security System

- The Board is committed to having surveillance cameras installed to increase security for the community in 2017. So far 2 vendors have met with Board members and have submitted bids. Once a third bid is received, the Board will select a contractor to complete the work.

Garbage Corrals

- It was noted that most of the garbage corrals have junk which is too big to be placed in garbage bins. The garbage collectors will only collect materials placed in containers. The Board discussed the possibility of having the junk removed, but this will be an additional expense.

Maintenance Fee Increase

- It was announced that maintenance fees will increase by 3% starting in January 2017. There was discussion about possibly rounding up rather than having an odd amount. Gino Leone will investigate this before the increase is implemented.

ADJOURNMENT:

With no further business for consideration, John Whitfield made the motion to adjourn the meeting at 12:21pm. Patricia Johnson seconded the motion.

NEXT MEETING:

Gary Ruskowski will reach out to all members to schedule the next meeting to occur near the end of January 2017. This meeting will occur in the back room on Roosters on a Saturday late in the morning.

Minutes respectfully submitted by John Whitfield, Secretary, 04 December 2016.