

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
APRIL 24, 2014

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Thursday, March 3, 2014, at the Woodbridge Village Clubhouse, 31 Creek Road. The President, Katherine Williams, called the Meeting to order at 6:35 p.m.

CALL TO
ORDER

Directors Present: Jonathan Burke
Fifi Chao
Ron Gravell
Katherine Williams

Directors Absent: Steve Corea

Representing Cardinal: Janet Mehan, CCAM, CMCA, AMS

Others Present: Ralph DelCampo
Rick Nordquist
Victor and Judy Prebyl
Jerry Reynolds
Niely Schechter
Roslyn Sudakow

The Board announced it had met in Executive Session prior to the Regular Meeting to discuss a landscape issue.

EXECUTIVE
SESSION

A Motion was duly made, seconded, and unanimously carried to approve the March 3, 2014, Regular Meeting Minutes, as written.

APPROVAL
MINUTES

A Motion was duly made, seconded, and unanimously carried to approve the February 2014 and March 2014 Financial Statements, as submitted, subject to audit.

APPROVAL
FINANCIALS

A Motion was duly made, seconded, and unanimously carried to approve the year-end audit draft from Inouye, Shively, Longtin & Klatt. Cardinal was requested to have them submit the final copy for distribution to the owners.

AUDIT

The Homeowner Forum was opened by President Katherine Williams.

H.O FORUM
OPENED
486 E. YALE
LOOP

The owner of 486 E. Yale Loop was present to report the patio entry gate needed repair and to report she had never put in new windows as stated in a courtesy violation letter. She also stated she had submitted an architectural application to PCM for new windows and a sliding door, and there had been no follow-up from PCM on the project. Cardinal was requested to issue a work order to repair the side gate and to research if any paperwork had been submitted to Cardinal from PCM regarding the windows and sliding door.

The owner of 408 E. Yale Loop was present to request his slab in the kitchen be sealed properly as it was a construction defect. A Motion was duly made, seconded, and unanimously carried to approve to remove his floor covering in the kitchen and have a

408 E. YALE
LOOP

vendor seal the cement. The owner stated he would replace the floor covering himself.

The owners of 455 E. Yale Loop were present to express concerns regarding some violations they had received and to clarify the sprinkler, watering issue in the front planter. Janet Mehan reported she would walk with the irrigation crew from TruGreen Landscape and try to determine if there were any sprinkler and value problems, and have them corrected.

455 E. YALE
LOOP

The Homeowner Forum was closed.

H.O FORUM
CLOSED
453 E. YALE
LOOP

The Directors reviewed the correspondence from the owner of 453 E. Yale Loop regarding the request to remove the \$50.00 fine from his assessment account. A Motion was duly made, seconded, and unanimously carried to approve to have Cardinal remove the fine and close the violation.

A Motion was duly made, seconded, and carried to approve the architectural application submitted from the owner of 441 E. Yale Loop for new outdoor lights. Ron Gravell recused his vote.

ARCH. APP.

Cardinal was requested to e-mail the Board members instructions to get on the Association website.

ASSOCIATION
WEBSITE

The paint declaration was tabled to the June Regular Meeting.

TABLED
ITEM
RATIFY

A Motion was duly made, seconded, and unanimously carried to ratify the approval of installing three 36" box trees instead of 24" box trees from TruGreen Landscape through the community.

The Directors reviewed the proposals for painting the garage doors in the community. Cardinal was requested to ask Pilot Painting and Advanced Painting if they would include a two year warranty in their contract and include the information at the June 2014 Board Meeting.

GARAGE
DOORS

The Association storage box list of old records to destroy was tabled to the June 2014 Regular Meeting. Cardinal was requested to provide to the Board a timing list of what was to be kept for so long and the cost for storing boxes.

STORAGE LIST

A Motion was duly made, seconded, and unanimously carried to approve the proposal from CPR Construction for step and walkway repairs at 449 E. Yale Loop, at a cost of \$1,124.00 to be charged to the operating account.

CPR
CONSTRUCT.

There being no further business, the Meeting was adjourned at 7:45 p.m.

ADJOURN

Submitted by: Janet Mehan, CCAM, CMCA, AMS, Account Manager

SUBMITTED

ATTEST:

Katherine Williams, President

Date

SECRETARY CERTIFICATION

I, Ron Gravell, the appointed Secretary of the Garden Estates Maintenance Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Garden Estates Maintenance Association Board of Directors Meeting held on April 24, 2014, as approved by the Board Members in attendance of the Meeting.

Ron Gravell, Secretary

Date

ATTEST

CERTIFY