

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
AUGUST 4, 2014

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Monday, August 4, 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
Steve Corea
Lee Schneider
Katherine Williams

Directors Absent: None

Representing Cardinal: Janet Mehan, CCAM, CMCA, AMS

Others Present: Betsy Bellotti
Marlene Chester
Terri Field
Calvin Lu

The Board announced it had met in Executive Session prior to the Regular Meeting to review legal matters.

EXECUTIVE
SESSION

The Organizational Meeting was held. Katherine Williams was to remain President, Jonathan Burke was to remain Vice President, Steve Corea was to remain Treasurer, Fifi Chao was appointed Member-at-Large, and Lee Schneider was appointed Secretary.

ORGANIZ.
MEETING

A Motion was duly made, seconded, and unanimously carried to approve the July 7, 2014, Regular Meeting Minutes, as written.

APPROVAL
MINUTES

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

APPROVAL
FINANCIALS

The Homeowner Forum was opened by President Katherine Williams.

H.O. FORUM
OPENED
508 E. YALE
LOOP

The owner of 508 E. Yale Loop was present to report the internet connection from Cox Cable was not working at the home. A Motion was duly made, seconded, and unanimously carried to authorize Cox Cable to enter the home and perform the repair work on all cables.

The owner of 500 E. Yale Loop was present to ask for the color scheme to the home, which Cardinal provided, and request the agapanthus in the front planter be thinned out by the Association gardeners and inquire if she could plant begonias on the left side planter. Cardinal was requested to issue a work order to TruGreen landscape to thin out the agapanthus.

500 E. YALE
LOOP

The owner of 386 E. Yale Loop was present to request the termite company treat the back patio door jamb for termites.

386 E. YALE
LOOP

The owner of 368 E. Yale Loop was present to request the roofing tiles be replaced on his home. Cardinal was requested to issue a work order for the roofing tiles to be replaced. He also requested the termite company be sent out to treat the ceiling post in the master bedroom as he was getting termite activity.

368 E. YALE
LOOP

The Homeowner Forum was closed.

H.O. FORUM
CLOSED
TRU GREEN
LANDSCAPE

The Board discussed the watering cycle of the sprinklers and Katherine Williams volunteered to contact TruGreen Landscape to try to back up the watering times until later in the evening.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Horizon Lighting for Association light maintenance, twice a month at a cost of \$95.00 a month to start October 1, 2014. Cardinal was requested to send a thirty-day cancellation notice to Flower Lighting, effective September 30, 2014.

HORIZON
LIGHTING

The paint declaration was tabled to the September 2014 Regular Meeting.

TABLED ITEM

Janet Mehan updated the Board regarding the project to scrape and paint the garage doors, and reported a flyer would be sent out to all owners and tenants.

GARAGE
DOORS

The Board reviewed the proposal from CPR Construction to repair the fence posts at 443-445 E. Yale Loop. The proposal was tabled to the September 2014 Regular Meeting so Katherine Williams could meet with CPR to discuss the work.

FENCE
REPAIR

Cardinal was requested to obtain two roofing proposals to harvest tiles from the roof at 368 E. Yale Loop to have enough replacement tiles for other missing tiles in the community and then to add new tiles to 368 E. Yale Loop to match as close as possible.

ROOFING
COMPANY

There being no further business, the Meeting was adjourned at 7:40 p.m.

ADJOURN

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

SUBMITTED

ATTEST:

ATTEST

Katherine Williams, President

Date

SECRETARY CERTIFICATION

CERTIFY

I, Lee Schneider, 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 August 4, 2014, as approved by the Board Members in attendance of the Meeting.

Lee Schneider, Secretary

Date