

GARDEN ESTATES MAINTENANCE ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 8, 2014

The Regular Meeting of the Board of Directors of the Garden Estates Maintenance Association was held on Monday, September 8, 2014, at the Woodbridge Village Clubhouse, 31 Creek Road. The President, Katherine Williams, called the Meeting to order at 6:58 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
Terri Field
Rich Knauss

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

EXECUTIVE
SESSION

The Homeowner forum was opened by President Katherine Williams.

H/O FORUM
OPENED
426 E. YALE
LOOP

The owner of 426 E. Yale Loop was present to thank the Board for all their efforts in running the Association and to volunteer to be on the Landscape Committee.

The owner of 480 E. Yale Loop was present to state the website was not updated with the current Minutes and Agendas. Cardinal was requested to be sure the website was updated.

480 E. YALE
LOOP

The owner of 508 E. Yale Loop was present to volunteer to create the Association quarterly newsletter and would appreciate all input and review from the Board. She also stated as part of the Landscape Committee she did not appreciate being harassed from homeowners in the community.

508 E. YALE
LOOP

As there were no other homeowners who wished to address the Board, the Homeowner Forum was closed.

H/O FORUM
CLOSED

The Regular Meeting was adjourned to the Executive Session at 7:18 p.m.

ADJOURN

The Regular Meeting was reconvened at 7:46 p.m.

RECONVENED

A Motion was duly made, seconded, and unanimously carried to approve the August 4, 2014, Regular Meeting Minutes, as written.

APPROVAL
MINUTES

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

APPROVAL
FINANCIALS

Janet Mehan reported the Board would need to review the 2015 budget draft and reserve study and be prepared to submit an approved 2015 budget at the October 2014 Regular Meeting.

BUDGET
RESERVE
STUDY

A Motion was duly made, seconded, and unanimously carried to authorize the liens of accounts #GM-0005-0069-01 and #GM-0005-0055-01.

LIENS

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Tru-Green Landcare to oversee the community, at a cost of \$6,000.00, to be charged to the reserve account.

TRU-GREEN
LANDCARE

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Tru-Green Landcare to remove a large bird of paradise plant and grind the stump, at a not to exceed cost of \$550.00, to be charged to the operating account.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Tru-Green Landcare to upgrade the French drain at 445 E. Yale Loop, when it became necessary, at a cost of \$960.00 to be charged to the reserve account.

Director Jonathan Burke reviewed the original paint colors of the homes in the community and reported he would correlate the original colors with the colors of the homes presently.

PAINT
COLORS

A Motion was duly made, seconded, and unanimously carried to ratify the proposal from CPR Construction to install two concrete posts at the fence between 443 and 445 E. Yale Loop, at a cost of \$1,051.00.

RATIFY

A Motion was duly made, seconded, and unanimously carried to approve the Delinquent Assessment and Collection Policy, as written. Cardinal was requested to send it out to the owners for a thirty-day review, to be adopted October 20, 2014.

DEL. ASSESS.
COLLECT.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Elite Roofing to harvest the tiles off the garage roof at 368 E. Yale Loop, install new tiles on the garage roof, and use the old tiles to repair the home roofs at 368, 370, and 372 E. Yale Loop, at a cost of \$12,000.00, to be charged to the reserve account. Cardinal was requested to send a letter to all three owners informing them of the work.

ELITE
ROOFING

The Board reviewed the correspondence from the owner of 453 E. Yale Loop regarding the fern tree planted in front of the home and the maintenance of it by the owner's gardener.

453 E. YALE
LOOP

The Board reviewed the correspondence from the owner of 508 E. Yale Loop

508 E. YALE

complimenting and thanking Katherine Williams for her help with Cox Cable and herself.

LOOP

The Board reviewed the correspondence from the owner of 469 E. Yale Loop regarding the planting of geraniums in the common areas of the Association and the removal of them from under the Association trees. Cardinal was requested to have Tru-Green Landcare mulch under the trees where the geraniums had been removed and to inform the owner he could keep the geraniums along the side of the garage, but the ones in the planter by guest parking needed to be removed.

469 E. YALE
LOOP

There being no further business, the Meeting was adjourned at 8:55 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 September 8, 2014, as approved by the Board Members in attendance of the Meeting.

Lee Schneider, Secretary

Date