

**Tall Firs Homeowners Association
Board of Directors' Meeting minutes**

www.tallfirshoa.com

Thursday, October 15, 2009

	Board of Directors			Staff
p	Dottie Manfred, President	Phase 1 (O)	p	Robb White, Property Manager
p	Kai Eng	Phase 1 (E)	p	John Roundtree, Resident Manager
p	Mick Crawford, Vice President	Phase 2 (E)		
p	Mark Alenick, Director	Phase 2 (O)		
P	Arlene Park, Secretary	Phase 3 (E)		
p	Don Hilt	Phase 3 (O)		
p	Peggy Karpenko, Treasurer	At Large (E)		

Meeting Attendance: P = Present, E = Excused, A = Absent (E) Term expires even years; (O) Term expires odd years

Homeowners Present

Coleen Adams 8B; Lew Cox 24A; Kai Eng 10D; Karen Huse; George Jupiter 23C; Colleen Lucas 47C; Kim Rivard 42B; Carol Young 43C; K. Popp 42b;

Call to Order Meeting was called to order by President at 7:00 pm.

Minutes of previous meeting were amended and accepted. (Amendment: change the word "has" to "how" under Old Business. "...review **how** we will.." not "**has**". Seconded and carried.

Homeowners Questions and Comments:

Carol Young concerned about hole near basketball court.

Lighting at flagpole is a concern. (See further discussion under New Business)

New landscaping Company is doing a good job.

Property Manager's report, Robb White, Property Manager:

See attached report

The adjusted 9/30/09 delinquency balance is \$47,028.23 reflecting payments made after 10/01/09.

Motion - To reimburse Joan Lechter for Web site fees incurred in the amount of \$175.35. Seconded and carried.

Motion - Authorize Targa to reimburse operating account \$4,700.61 from Reserve account for Phase I street light project. Seconded and carried.

Management Resident Report:

See attached Report

Pressure washing of buildings continues along with gutter cleaning and moss removal.

Locks have been changed to combination locks and will be changed periodically at the cabana, spa and shops.

Treasurer Report: Peggy Karpenko, Treasurer - No Report.

Committee Reports:

Architectural – Mick Crawford, Chair; Bids for envelope studies received.

Landscape – Don Hilt, Chair;

Earth Tech submitted bid for removal of six trees. (See further discussion under New Business.)

Safety – Kai Eng, Chair

Need to replace lights at 2011 & 2015; Lights flickering. May need services of another electrician as 1st Choice has more work than can handle right now.

Crime Prevention – Arlene Park – No Report

Web Site – Mick Crawford, Chair

Mick will try to keep website running until we find someone who can maintain it. Mick is willing to e-mail minutes if requested and also will put them in the box outside the On-site Manager's Apartment.

Audit – Mick Crawford, Chair;

Auditor will refile for amended taxes for years 2005, 2006, & 2007. Will recoup approximately \$3,000 after paying auditor.

Budget – Peggy Karpenko, Chair

The Budget Committee was formed and members are: Kim Rivard, George Jupiter, Kai Eng, Carol Young, Kenneth Popp, Dottie Manfred, Karen Huse, Lew Cox, Mick Crawford, Don Hilt and Joan Lechter. First meeting will convene on Oct. 29 at 6:00 pm in the Cabana. Targa Management will be involved with electronic input only; giving their estimates of revenue and expenses & different budget scenarios.

Rules Revision - no meeting to date.

OLD BUSINESS

Executive Board Meeting Minutes Approval – Tabled

New landscape company, Earth Tech, was given contract. Services began on 10/8/09. They will be on-site three times per week .

Home safety team review inspection date not set yet – tabled.

Phase I parking – numbering near completion – tabled.

Deck Repair

Motion - for Board to approve letter to be mailed to ten home owners as written for deck repair. Michael Daniels will be doing the repairs. Seconded & carried.

Motion for an Amendment to the letter will be included to show plan of action. Seconded & Carried

Envelope study bids have been received from Jeff Sandal (\$10,500), Grace Architects (\$16,360) and Tatley- Grund. – Tabled until board has time to review.

Motion - made meeting be extended until 8:30 pm. Seconded & Carried

NEW BUSINESS :

Appointment of New Board Member - Joan Lechter resigned as Secretary. Kai Eng and Karen Huse were nominated as replacement directors for Phase I.

Motion made to close nominations. Seconded and carried.

Kai Eng elected as director.

Appointment of Secretary – Arlene Park was appointed as secretary.

Letter carrier harassment – Postal service has merged three zones into one. Postal service has elected to pay overtime – cheaper than full time person. Mail carrier does not control the time mail will be delivered. Do not harass mail carrier.

New Service Order Request Forms – Available and will be done in word. Available on line or can be Picked up from box outside of manager's apartment.

Spa code locks – Will be changed monthly. Robb will create form for landlords to give or deny permission for renters to use facilities. Landlord would be responsible for any damage caused by renter or their guests if permission given.

Motion - 2009 audit Engagement Letter – accept same auditor at same cost (\$1280). Seconded and carried

Homeowners Forum Meeting – Oct. 22, 2009 – Fliers will be posted.

Flagpole Light/pump – Site manager will troubleshoot Reason for outage of light. Suspect present pump will need to be replaced as present pump is putting out too many amps and throws breaker.

Motion - made to extend meeting to 9:00. Seconded and carried.

Tree Removal

Motion – Don Hilt Made motion to approve the landscaping plan for tree removal by both the Tall Firs Crew and a commercial company. Seconded and carried

A bid was received from Earth Tech Industries, bid #7787799, to remove six trees that have been identified as being potentially hazardous. Earth Tech will perform all clean up and leave rounds for homeowners who want firewood for a few days. Rounds that are not taken will be removed by earth tech. (Bid attached)

Motion – made to accept Earth Tech's Bid. Seconded and carried.

Targa will send Winter warning letter about hazards & include warning about tree removal.

Motion - made to extend meeting to 9:30 pm. Seconded and carried.

Motion – Targa will send certified letter to adjacent property owners regarding trees and other vegetation encroaching on our property. If they do not trim trees and vegetation back, Tall Firs will trim trees and vegetation and bill the adjacent property owners. Seconded & carried

Tennis Court – Lew Cox voiced concerned about junipers being removed from tennis court. The junipers will be replaced and possibly panels installed as backdrops. Also crack in tennis court will not be repaired until spring or summer due to weather and other priorities.

Meeting Adjourned at 9:30.