

# Windchase Bay Condominium Association

Board of Directors Meeting

January 8, 2019

## Minutes

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### **CALLED TO ORDER:**

President John Amentler, called the meeting to order at 5:33 p.m.

### **BOARD MEMBERS ATTENDING:**

John Amentler  
Don Ravinski  
Keith Harrod  
Hunter Whittington

### **ALSO ATTENDING:**

Cheryl Kelley – Association Manager

### **APPROVAL OF MINUTES:**

Hunter made a motion to approve the minutes for October 18, 2018, Board of Directors meeting, & November Special Assess and Board meeting to elect officers  
Don seconded. All were in favor.

### **FINANCIALS:**

Cheryl presented the December financials,  
Overview of expenses were reviewed and discussed  
Receivables reviewed, several accounts sent NOL (notice of lien) 1 with attorney for collection, 2 more sending to attorney this week, for non-payment.  
Don made motion to approve the financials, Hunter seconded, all in favor unanimously.

### **Old Business:**

#### **Maintenance:**

American Home Restoration: Don gave a progress report on the balcony repairs.  
Overall review is good job done on the spindles

#### **Future Projects:**

Hunter asked, can the patio fences be the next phase on the repairs  
Breezeway siding on list to do, safety check on the stairway spindles has been done.

#### **Update/status on Roof Estimates**

Don has copies of Specifications for Roof replacements, to be given to all roof contractors  
Lowery and Guy Brothers Roofing, both quotes included estimated 78 sheets of plywood.  
Flashing, fascia boards estimates included.  
Types of shingles were reviewed. All agree inspection and install is most important.  
Peel and stick/Atlas product reviewed and discussed  
Roof replacement was approved at the Special Assess. meeting, with the understanding board would tighten #'s and  
Give the owners notice of SA adjusted amount.

Gutter estimates: Martins and Gutters Guys, going back specifications sheet on gutters.

Discussion on which Roofers, Keith and Don, to review with roofers some questions from tonight and get back to board asap.

Draft letter to owners, letting them know, as approved at SA Meeting on 11/13, SA adjusted amount from previous email, Roof Contractor bidding process, SA amount has been adjusted.  
Roofs and Gutter replacement will take place, funded from existing Reserve funds, Special Assessment of \$1700.00 per unit.

**Drives/Parking Lots, Scheduling, Cheryl will call Shire, Asphalt Company for scheduling update.**

**New Business:**

**Violations Report:** Copies of letters are emailed to board for review.

K building owners, outdoor watering

A Building, New pet signs, regarding picking up

K Building, outdoor lights out, checking on status, they are going off and on, checked and breakers have been replaced by electrician

B-8 Shiela Donehue, A/C platform needs to be replaced, John will give the contact name.

**Next Meeting:**

February 12<sup>th</sup>

**ADJOURNMENT:** The meeting adjourned at 6:52 p.m.