

Dartmouth Willow Terrace Regular Board Meeting

October 8, 2015, 7:00 p.m.

Board Members Present: Janet Parrish, Bill Seiller, Anita Henkel, Rhoda Bell, Missy Bland, Ann Cobb

Others Present: Chad Evans, Donna Bodi, Lucy Leath, Stewart Cobb, Joe Alvey, Ken Bell, Carolyn Whelan

OPEN SESSION 7:00 p.m. Please keep your remarks to two minutes maximum

- Joe Alvey told The Board about an ongoing dispute he has been having with a neighbor. This week, the problem escalated greatly and Joe detailed the situation to the Board. Rhoda asked what Joe would like for the Board to do. Joe said nothing, he just wants it on record. Rhoda asked if both sides have submitted this in writing. They have not. Bill Seiller, Board attorney, says that this is not a Board issue, that this is a disagreement between neighbors. Bill suggests that they set up a meeting with a mediator. Bill knows someone and would be glad to refer them to that person if they would be willing to share the cost. Bill says this is not under the Board's jurisdiction or realm of responsibility.
- Anita Henkel asked if the WT doorbells would work again. Donna said that she could bring out some electricians to do a cursory check. Donna will also check to see who has doorbells (Rhoda said some people have had them removed)
- Ken Bell- complimented buildings. He said there isn't a better place to live. He also complimented Donna, Chad, and Tommy for their hard work. He will speak to Donna about an idea to possibly save on electricity.
- Missy Bland- WT loading dock would like a sign saying 1412 Willow Avenue for deliveries.
- Rhoda Bell- the sprinklers on WT are spraying the sidewalks (and roads) early in the morning. At the entrance to WT to front patio you can smell water, there is a water leak. Donna had the water guy there but did not find a leak.
- Janet Parrish- the lobby floor in front of WT is looking dirty again, especially in front of the elevator. Donna said it is due to be cleaned. Rhoda suggested a mat in front of the WT elevator (like D elevator). Donna will look into this.
- Lucy Leath- asked when the bathroom in WT guest room bathroom will be finished. Donna said it will be finished before the next guest checks in. She also asked about the fitness room windows and pipes. Donna said they are scheduled to be washed.

CALL TO ORDER. 7:13 p.m. Quorum present.

APPROVAL OF MINUTES from August 13, 2015 Board Meeting (minutes already reviewed by Board and sent to Association via email August 20, 2015). Anita moves approval. Bill seconds. Vote taken. Unanimously carried.

FINANCE REPORTS- Chad Evans

- Finance Report- Chad Evans
 - We are doing well. We have 211,000 in the bank. Reserves are \$190,000
 - Past two months we have been in the positive.
 - Doing well on plumbing. Budgeted \$24,000 and we have spent \$10,000 so far
 - Only thing we are over on so far is fire and safety due to pump replacement
 - Major roof repairs of all of the flashing on back of WT roof with new coating in back gutter (\$5,000)
 - BJB getting ready to start another 100 foot portion of water table repair.
 - LG&E should be reduced this winter, per article in Courier Journal 10/8/15
 - The cable fee is only for the Dartmouth (Willow Terrace does not currently get cable as part of their monthly maintenance). The current cable fees are higher than the Dartmouth pays. The Dartmouth cable fees need to increase for 2016 to cover their cable fees so that the overage is not paid by the Association.

BUILDING AND GROUNDS REPORT- Donna Bodi

- Donna sent everyone a copy of the building and grounds report so that we could see the projects that have been completed.
 - There were water proofing repairs so the paint should last longer this time
 - The crack above 83 would cost \$3,800 to repair. Donna will proceed with repair. Vote taken. Unanimously carried
 - Boiler readiness check will be done this month. Rhoda suggested Donna give residents a warning to clear all radiators of clutter.
 - Windows are scheduled to be cleaned and spotting of carpet stains in hallways.
 - Floor drain in D garage has been cleared
 - Donna has noticed around the building that shut offs needing repair
 - Day after Thanksgiving for fountains to be winterized
 - Trimming of holly trees outside of WT patio to get away from the WT patio side entrances
 - Work to begin on some additional repair projects in the Dartmouth

EMPLOYEES- Donna Bodi

- Sandra Rudolph is new employee. She is doing very well.
- John Harris's schedule is being adjusted so that he may attend his medical appointments, per his request.
- Jeff has decided not to take his vacation in October. This has been approved.

OLD BUSINESS

- Election procedures (including possible by-law change)- Bill Seiller- he passed out a draft of the letter to go out to the Owners. Will go out with an envelope addressed to Evans and a due date will be added (two weeks from the day it is mailed). These 2 by-law changes will help to keep election procedures in alignment with by-laws.
- Rhoda asked that Janet Parrish and Ann Cobb be in charge of elections. Janet and Ann will meet with Donna next week.
- Rental Review- Have owners turned in copies of the leases? Donna said she is still actively working on it. Bill noted that we should also ask the owners if the renters are required to have Renters' Insurance. Chad stated that as an Association we would be more concerned that the Owners have the Insurance policy. Discussion about Insurance and Renters' Insurance. Rhoda suggests that we add to the Renters' Agreement that Renters are required to hold Renters' Insurance. Bill makes motion. Anita seconds. Vote taken. Unanimously carried.
- List of people needing help in case of emergency. We have not yet come up with that list.
- Status of roof on WT and watertable on courtyard side of WT. Watertable will start next week.
- Status of roof on Dartmouth under rooftop terrace (southside). Chad is meeting with Tom O'Toole on this tomorrow. We need direction on what we are going to do. This is a limited common area and is a Dartmouth expense. If you look where the fountain is, the deck is not properly tied into the roof. You have three or four massive pots of trees and a fountain that have caused the roof to drop an entire brick due to the weight. We want to ensure the integrity of the roof. Tom O'Toole and Kelly Girard are on this committee. Stewart Cobb has offered his expertise on the roof garden.
- Report from the boiler presentation before August 2015 meeting. Anita asked if it was too late for this year? Chad says no. Cost was just below \$20,000. With a payback of 4-5 years. Should save us money and make it more comfortable in the buildings (temperature). Bill moves we accept the bid pending review of contract by Rhoda and Bill. Anita seconds. Discussion. Donna clarifies they looked at LG&E efficiency side of it. It is a matter of regulating and sensors throughout both buildings. Rhoda has asked for them to get a contract for our review with a decision date (how quickly we have to respond). Rhoda and Bill will review contract and indicate to Chad if we should proceed (and they will let Association know of approval). Chad thinks the install timeline would be about 2 weeks. Vote taken. Unanimously carried.
- Electric car charging. Anita Henkel. Electric Vehicles (EV) have 3 levels of charging (based on speed/power).
 - Nationally \$1.14 of electrical charging enables you to drive the same distance as a \$3.65 gallon of gas
 - Price changes based on cost of electricity, efficiency, driving patterns, etc.
 - Would have to pay for different level of charge, installation, and then the electricity used.
 - There are commercial rates versus residential rates
 - Bill thinks we need to table this. It is not something we need right now /no current demand.
 - We believe if this becomes a need in the future, the resident will pay for charging station, installation, and have their own meter and be responsible for cost of electricity used.

- Bids for A/C for WT lobby, guest room and office. Prudential didn't want to bid it. Chad will share the bid with us for potential project in Spring 2016.
- Tommy's time is being better protected (people are not approaching him/ wasting his time as much). We stress that Tommy is not the Association's employee and is not to take direction from any resident, he is Evans' employee and people are not to stop him, tell him what to do, make suggestions, etc. His time is precious, and we pay for his time. Please do not disturb Tommy while he is working or direct him to do things. Tommy has also been informed that he is to not do things that residents direct him to do. His work list comes from Evans.
- Bill is still working on getting us a bid on an outside attorney to determine what the Association's responsibility is financially for unit repairs, D garage claims, etc.
- Anita asked if we have had any resolution about the yard signs. Discussion. Some Board members feel that signs do not make a difference and don't like the way they look. Others feel signs do make a difference. We agree that if anyone is skateboarding, trespassing, etc., the employee on duty should immediately be called and will go ask the offender to leave the property.
- We will remove dog poop signs by the WT back entry (they look tacky and do not make a difference, those who are going to ignore the law will also ignore a sign. The 1400 Willow removed their dog doo signs)
- Rhoda came across a letter from Virginia Foster in 1997. There were 5 goals. And we are covering same topics/goals! Rhoda will send a copy of this to us for our enjoyment.

NEW BUSINESS

- Budget Committee for the 2016 Budget. Chad is ready to come up with a Budget. Gayle Dorsey is willing to help review. Missy Bland will help. As will Anita. Rhoda wants us to get it done early.
- Review Committee for the management contract. Rhoda thinks Evans should review us (things they want us to change) and we will review them. Douglas Riddle will be working on this committee.

ADJOURNMENT 8:16 p.m.

Minutes Submitted by Secretary Janet Parrish on October 8, 2015

Annual Meeting December 3, 2015 7:00 p.m.