

## **BBC BOARD MEETING**

TUESDAY, JANUARY 5, 2016, 5PM, Clubhouse

PRESENT: Evan, Arlene, Teri, Toni, Cindy, and Kay

ABSENT: Mary R.

### **NEW BUSINESS**

**Construction:** Shelter Bldg and Design will start work on 1/11 (materials are on order) on east side of 5729. Windows will be delivered next week. Cindy has ordered 2 dumpsters (wood/trash). Cindy followed up on the Board's request to get an updated estimate on roofing. CC&L has submitted their revised roofing bid (reflecting slightly higher material costs/labor costs remained as formerly bid). Motion was made to move forward based on the info that Cindy provided. Motion passed. *closed*

Gutters still need to be cleaned. Arlene will look up previous invoices to see who did the work and Evan will email Key Property Services with the info. *open*

There are homeowner requests for repair work that Key doesn't appear to be addressing. One of the issues revolves around water leaks at units 5729 B-C. There is water leaking from faucets and low to minimal pressure when open. Unit 5717B has unfinished plumbing work as a result of siding construction. Teri will try to research the plumbing company that was here most recently. *open*

Update on railing installations: Numerous railings still need to be installed and some installations need reworked. Cindy will contact Millar again to get to the bottom of the delays on 5721 and 5723, and other issues on 5717 and 5719. *open*

Construction permits will expire in April 2016 and Cindy wants to make sure we have enough work finished to arrange for final inspections to get our Occupancy Permits. If necessary, we can extend the permits for another year. *open*

Mary Rogers and Cindy are meeting with the new landscapers this week regarding landscape issues and sprinklers. *open*

### **GENERAL ISSUES:**

Board minutes – Toni will make changes to the minutes of Nov 11 and resend to Board members for approval. *closed*

Report/notice to Homeowners (with revisions) - Kay has volunteered to print and distribute the Homeowner Update Report this week. Toni will email the document to her. *closed*

Current financial report – Arlene will schedule a meeting with Eric & Melissa (new accountant at Key Property Services) to sort out the operating and construction accounts as we move forward with the next phase of construction. Toni will go with her. *open*

Management of construction acct – Arlene has decided to stay on the board until the next election to oversee the construction account. *closed*

Status of committees – Construction: Cindy & the board / Finance: Arlene, Kay, and Toni / By-Laws: on hold until after the next election. Goal is to bring By-Laws to HOA vote in 2017. We are asking for homeowners to step up and get involved in one of our committees and/or get on the Board. *closed*

Board vote on position adjustments – The board appointed Teri Steel to the position of acting vice-president. *closed*

The Board will meet with Eric Johnson on Sunday January 24<sup>th</sup> to develop a draft budget for 2016/17. *open*

Andy Hvlarty's (5719D) request (SEE HANDOUT in Secretary's notes) – Teri will contact the County about stability/erosion on the west-facing hillside above the new sidewalk. *open*

### **OTHER ITEMS:**

Rescue Rooter – Arlene has scheduled Rescue Rooter to service the sewer lines again. Arlene will help us keep this work scheduled quarterly. *open*

**Meeting Adjourned At:** 7:28pm

**Next Meeting:** Will schedule after the budget meeting on 1/24/16