

Reynolds Farm Home Owners Association
Minutes recorded for the Monthly Board of Directors meeting,
November 12, 2012 6:30 PM at Rita Gee (913)

- I. Rita Gee called the meeting to order at 6:32 PM. In attendance were Mya Liberty, Gina Underwood, Juliet Debban, Krystle Brandt, Sue Wintersteen, and Allan Orendorff of Trio Property Management.
- II. Approval of Minutes October 8, 2012, Approved by all.
- III. Barn Report: Submitted by Joe Busacca, Barn manager. No changes. Rita Gee will be the contact for barn when Joe goes on winter hiatus.
- IV. NGLA Report: Mya next meeting November 15, 2012 at the SR Center 7:00pm. Meetings are held on the 3rd Thursday of the month at the SR Center at 7:00pm. Anyone interested in going to the meetings please contact Mya Liberty or Rita Gee. Board invites other Unit Owners to come and get involved with your HOA. Rita is working on the Grant Proposal for Reynolds Farm HOA. Budget was re-worked for the grant intent. A review committee will let us know if Reynolds Farm is eligible for the actual Grant in the upcoming weeks. This is a good way for the HOA to save money and do some worthwhile updates for Reynolds Farm Condo Association.
- V. Financial report:
 - A. Financial report: Allan, Trio Management, gave the report on balance sheet information. Discussion on the 30 days given for making payments and how it is calculated. Change \$150.00 from misc Landscaping Maintenance to Structures/Roofing ledger.
 - B. Barn Security Account: Ref: Barn Security Deposit Report. Current.
 - C. Delinquent Accounts, Allan (TRIO Management) reported, "Regarding receivables. Woods (942) is still outstanding. Board will turn the account over to legal to collect.
 - D. Diane Newlin (915) concern about the heating of the unit and the pipes freezing. Unit has been vacant since September. Allan checking with Bank and home owner to resolve the concerns. Letter mailed November 12, 2012 with proof of delivery to unit owner.
 - E. Foreclosures status: No units in foreclosure.
 - F. Gutter Cleaning: To be completed within the next two weeks.
 - G. Gutter Repairs: Bid for \$1700.00 from Crovelli, to repair and replace all the downspouts. Allan gave the Board a map of the units involved with the priority given to the locations marked in Red. The units marked in Green to

be done next year. Board approved the items in Red at a cost of \$1075.00. This work to be done the following two weeks.

- H. Rock Solid to complete the cleaning of the leaves on the property/ grounds as soon as the gutters are cleared of leaves.
- I. Deck repair unit 933. Bid of \$890.00 received to repair deck which has pulled away from the unit and replace warned boards, due to the original construction of the deck and the unit owner's lack of attention to deck staining/maintenance. Juliet voiced a concern about the other units built at the same time, if there may be future problems with these decks and the way they were attached to the unit.
- J. Signing of Checks: Done

VI. Old Business

- A. Building 14 painting is completed.
- B. Valve Replaced between Buildings 2 and 3 cost \$495.00. Broke off when sprinklers were being turned off for winter.
- C. Trees:
 - 1) Unit 975 pending trimming, tabled till next spring,
 - 2) Unit 936 not an issue at this time,
 - 3) Unit 942 has been notified, legal will send letter to owner.
- D. Flicker Damage to buildings: Sue will check and report.
- E. On Going repairs: Numerous: caulking, loose screws, touch up painting, etc. Sue agreed to compile a list of items that required attention or work.

VII. New Business

- A. Homeowners Comments:
 - 1) Unit 951 needs fence painting checked and downspout reattached.
 - 2) Several Unit Owners had ask why they had not gotten their copy of the past Meeting Minutes? It was noted that the Board was waiting for the new website, **reynoldsfarmhoa**, to come on line, this is where the Meeting Minutes will be located for all to access and print.
- B. Best Practices: Standard Procedures: Rita distributed copy of Reynolds Farm Policy (effective 5/1/2003) about "Enforcement of Rules" and reviewed it with board members.

- C. Web Site **reynoldsfarmhoa** : Allan stated the site will be up and active for the members in the next two weeks. All Board Members that had seen the temporary site were pleased. Allan noted that if anyone had any pictures or other information that should be on the website to send it to him. The web site will be used to inform and communicate to anyone who would like to know about Reynolds Farm Condominium Association and what is happening at Board Meetings, along with Financial Information.
- D. Fire Wood Unit 903: There is some concern with the amount of wood being stored on the deck at unit 903. The weight of the firewood and the possibility of damage to the deck and fire hazard. The CCR 6.4 allows for the storage of firewood on decks. Allan will contact unit owner with Board concerns and ask if part of the firewood could be moved to another suitable location for temporary storage unit used?
- E. RFHOA HANDBOOK Updates- action plan: Rita and Krystle will look into the DVD's files to see if changes can be made on the documents for updating. The Handbook is out of date, last revised 11/21/2011, since the previous management company. Will have a report for the next BOD meeting.

Adjournment – meeting adjourned at 8:54pm. The next Board meeting will be 6:30 PM, Monday December 10, 2012 at Rita's unit #913. Future Meeting: January 14, 2013 place TBD.