

Spruce Hills Condo Association
Minutes of Open Session
Spruce Hills Clubhouse
February 18, 2020

Call to Order: The meeting was called to order at 8:00 pm

Board Members Present: Janet Traphagen President
 Aaron Graf Vice-President
 William Palaferro Treasurer

 Robert Hart Jr. Secretary

Property Manager: Michelle McCartney

Assoc. Members Present:

1	Annette Anderson	2002
2	Bill Sauder	2004
3	Kathryn Giordano	916
4	Valerie Tangorra	1516
5	Steven Tangorra	1516
6	Teresa Slagle	1515
7	Igor Gritson	116
8	Michelle Brito	1511
9	Kevin Longhney	1814
10	Steve Jaynes	1814
11	Gerry Butler	613

Approval of Minutes:

Motion to approve the following minutes:

Open and Working Meetings for January 21, 2020
Working Meeting for February 4, 2020

Motion: Janet Traphagen Seconded: William Palaferro
All in favor and motion passed

Treasurers Report & Bills (Invoices):

	<u>Jan. 2020</u>	<u>Feb. 2020</u>
Checking Account	\$28,213	\$15,366
Savings Account	\$289,985	\$289,751
Capital Reserve	\$475,010	\$476,010
Special Assessment	\$3,928	\$6,682

Motion to accept the Treasurers Report:

Motion: Janet Traphagen Seconded: Aaron Graf

All in favor and motion was approved

Motion to approve the Bill's list:

Motion: Janet Traphagen Seconded: Aaron Graf

All in favor and motion was approved

Completed Projects:

1. Removed (5) trees around the property

Projects in Progress:

1. Replacement of the siding on the Clubhouse – Board is still waiting for architectural drawings for replacing the sliding glass doors with windows. Replacing the sliding doors with windows lowers the replacement costs per unit but also allows for the elimination and replacement costs of the (6) balconies.

Open Floor Discussion:

1. Q: Unit 1516 – Has the Board considered live streaming of the meetings?

A: Board: Not to date. Bill Palaferro noted there has been some discussion on recording the meeting.

2. Q: Unit 916 – Unit Owner stated they had purchased the unit in December and needed access to the attic space to do electrical work.

A: Board: The Unit owner was advised that she will need to fill out a Work Order Request Form prior to any modification to the Unit in order to obtain the required permits from the Department of Community Affairs (DCA), the regulating authority.

3. Q: Unit 116 – Can the Board waive the HOA late fee they received as he had just purchased the Unit on Feb. 6th. The title company did not mail the payment timely.

A: Board: The Board will discuss in a closed session and you will be advised by Michelle.

4. Q: Unit 1814 – Bought the Unit in July/Aug. and has been assessed fines and late fees.

A: Aaron Graf requested the Unit Owner meet with the Board after the Open Session to discuss further.

5. Q: Unit 2002 – The Unit Owner noted that over the holidays, there was a plumbing backup that impacted her unit and the unit below which received damage from the back-up. She had

researched the Master Deed and By-laws and felt the plumbing lines were "common" plumbing lines that were the responsibility of the Association.

A: Board: Robert Hart responded that while it was unfortunate what had occurred, the plumbing lines that were affected were not "common" plumbing but were lines that serviced only the (2) units involved. The stoppage occurred where her line joined the line from the first floor unit, which means the line is only common to the two units, not the association. The common line would begin once it leaves the building.

There being no further questions, the meeting was adjourned at 8:50 pm.

Motion to Adjourn

Motion: Janet Traphagen Seconded: Aaron Graf

All in favor and motion was approved

The next meeting will be on Tuesday, March 17, 2020 at 8:00 pm.

Signed: Janet K. Traphagen Title: President
4/7/20