

Spruce Hills Condo Association  
**Minutes of Open Session**  
Spruce Hills Clubhouse  
July 19, 2022

**Welcome and Call the Meeting to Order:** Meeting call to Order at 8:00 pm

**Introduction:**

- New Property Manager, Kim Merklin, will start July 25, 2022
- Resignation of Board Members: Terri Slagle & Lindsay Licwinko
- Appointment of William Palaferro

**Board Members Present:**

|                   |                |
|-------------------|----------------|
| Janet Traphagen   | President      |
| Aaron Graf        | Vice President |
| Michelle Brito    | Secretary      |
| William Palaferro | Treasurer      |

**Association Members Present:**

|                      |      |
|----------------------|------|
| Sam Hauenstein       | 601  |
| Ben Incontaneo       | 601  |
| Ryan Linton          | 1008 |
| Marilyn Bauer        | 212  |
| Matthew Ducker Duffy | 503  |
| Ennio Gottardo       | 1702 |
| Fleur A. Baumgartner | 1004 |
| Fred Torush          | 1006 |
| Tim Brazill          | 2007 |
| Lynda Maher          | 1005 |
| Lindsay Licwinko     | 1409 |
| Terri Slagle         | 1515 |
| Terry Hoffmann       | 104  |
| Michael Powell       | 1813 |
| Mike Meano           | 1412 |

**Motion to approve Minutes**

Open Meeting April 19, 2022

Open Meeting May 17, 2022

### Treasurer's Report

|                    | <u>June 2022</u> | <u>July 2022</u> |
|--------------------|------------------|------------------|
| Checking –         | \$ 9,352.64      | \$ 149,550.68    |
| Savings -          | \$ 255,000.00    | \$ 57,642.47     |
| Capital Fund -     | \$ 692,083.25    | \$ 640,865.68    |
| Special Assessment | \$ 50,201.95     | \$ 6,071.36      |

### Motion to Accept

Treasurer Report

\*All in Favor and Motion was approved

### Motion to Approve

Bill List - \$370,353.43 total  
\$283,000 Pardini & \$38,000 to Insurance

\*All in Favor and Motion was approved

### Votes to be Ratified

#### Votes Needed

-Assessment Proclamation: I move to authorize the adoption of an Assessment in the amount of \$250 a month for the term of 5 years/60 months to fund ongoing completion of decks & Replacement of Building Siding and, as required, windows, and any related work. For those units that have been inspected by CP Engineering. This is with the understanding that the projected financial scope is within a Good Faith estimate.

\*All in Favor and Motion was approved

#### Projects still in process

- 1708 door replacements
- Replacement of decks to Buildings 3, 5 & 17
- Staining of the decks installed last year – scheduled for the week of July 25<sup>th</sup>
- Tree Removal – next week

#### Open the floor for discussion

- Unit Owner suggested Bill's List be distributed for review and to conduct presentation via Power Point so unit owners can see what the Board is reading. Reminded Unit Owners that they can view records at the clubhouse, with an appointment.
- Everything should be in writing and available to unit owners, such as scope of work and finances. Such documents are in writing and the scope of work has changed, given repair changes that are continuously discovered with each building.

-Unit owner expressed her frustrations over her slider doors being under warranty but that warranty will be voided if her doors are removed. Unit owner was reminded to call her warranty company and have a discussion as to the company's requirement to maintain her warranty. They can come on site and observe the removal and installation of the doors.

-Fact Sheet distributed to unit owners needs to be updated to include the current addition of Alcoves to the scope of work. Alcoves were not initially considered as part of project until the discovery of deterioration to the walls of the alcoves as well as windows/sliders that are in original condition.

-There had been some work in the past where a few headers were replaced, will those headers be replaced again? No – This project highly emphasizes repairs to needed areas of the back of the buildings. If a header is found to be in good condition, that header will remain.

-Salt Buckets are still out in the entryways. We will instruct our maintenance guys to remove them this week.

-Pool umbrellas are broken and blowing away. The bases of umbrellas are filled with water and need to be refilled as they are not holding the umbrellas very well. Will instruct maintenance guys to remove broken umbrellas and to fill the bases with more water or sand.

**Next Meeting**

The next Board meeting will be Tuesday, August 16, 2022

**Motion to close meeting @ 9:18pm**

Aaron Graf 2nd

\*All in Favor and Motion Approved

*Janet K. Laphagen*  
*President*

*8/16/22*