

Spruce Hills Condo Association  
**Minutes of Open Session**  
 Spruce Hills Clubhouse  
 November 19, 2019

Call to Order: The meeting was called to order at 8:05 pm

Board Members Present: Janet Traphagen President  
 Aaron Graf Vice-President  
 William Palaferro Treasurer  
 Joe DeVergillo Trustee  
 Robert Hart Jr. Secretary

Property Manager: Michelle McCartney

Assoc. Members Present:

1	Lisa Casner	1015
2	Nancy Franklin	1011
3	Dorothy Nicolai	111
4	Eric Lobell	1014
5	Terri Slagle	1515
6	Terry Hoffman	104
7	Michelle Brito	1511
8	Mamta Agrawal	910
9	Vineet Kumar	910

Approval of Minutes:

*Motion to approve the following minutes:*

Open and Working Meetings for October 15, 2019  
 Working Meeting for November 5, 2019

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

Treasurers Report & Bills (Invoices):

	<u>Oct. 2019</u>	<u>Nov. 2019</u>
Checking Account	\$25,882	\$9,742
Savings Account	\$145,489	\$127,466
Capital Reserve	\$372,927	\$473,603
Special Assessment	\$38,060	\$1,245

*Motion to accept the Treasurers Report:*

Motion: Janet Traphagen      Seconded: Joe DeVergillo  
 All in favor and motion was approved

*Motion to approve the Bill's list:*

Motion: Jante Traphagen      Seconded: Joe DeVergillo

All in favor and motion was approved

Completed Projects:

*Motion to approve the Rules and Regulations Handbook effective December 1, 2019:*

Motion: Janet Traphagen      Seconded: Aaron Graf

All in favor and motion was approved

Projects still in process:

- SBR Plant (Waste Water Treatment) control system.
- Replacement of the Clubhouse siding: The Board is still waiting for architectural drawings for the replacement of the sliding doors with windows.

Discussion:

1. Sleep Workshop in clubhouse:

*Motion to approve the rental of the clubhouse for a Sleep Workshop.*

Motion: Janet Traphagen      Seconded: Aaron Graf

Janet Traphagen	Yes
Aaron Graf	Yes
William Palaferro	Yes
Joe DeVergillo	Yes
Robert Hart Jr.	No

Motion was approved

2. Rules and Regulations: Reviewed the adoption of the Rules and Regulations Handbook and the lengthy process that led to its adoption.
3. Parking Restrictions: Reviewed the results of the Limiting Vehicles Survey which indicated the 69% of the On-Site residents were in favor of limiting the number of vehicles. The Vehicle Limits have been adopted in the Rule Book.
4. Deposit to Capital Fund:

*Motion to approve the purchase of (2) \$55,000 CD's for the Capital Fund*

Motion: Janet Traphagen      Seconded: Bill Palaferro

All in favor and motion was approved

5. Association Dues: The Board has raised the Maintenance fee \$15 per month to \$280 for 2020.

*Motion to raise the Maintenance Fee to \$280 per month for the year 2020*

Motion: Janet Traphagen      Seconded: Aaron Graf

All in favor and motion was approved

Open Floor Discussion:

1. Q: Will there be an assessment for the siding in 2020?

*A: Board: At this time it is undetermined as we need to re-evaluate and or update the previous cost estimates to replace the siding.*

There being no further questions, the meeting was adjourned at 9:05 pm.

*Motion to Adjourn*

Motion: Janet Traphagen      Seconded: Aaron Graf

All in favor and motion was approved

The next meeting will be on Tuesday, January 21, 2020 at 8:00 pm.

Signed: Janet K. Traphagen Title: President  
1/21/20