

SMCPOA Board Meeting Minutes

Saturday, February 10, 2024 – 10 am

Clubhouse

Meeting called to order: Randall Yow called the meeting to order at 10:02 am

Board Members Present: Randall Yow, Paul Williams, Christy Meeks, Bob Makson, Robin Kitchen, David Underwood, and Terry LeGros by Facetime video.

Other Owners Present: Patty Yow, Dana Kitchen, Dave Sult, and Charlie Leitao

Treasurer's Report-Paul Williams, Treasurer • Profit and Loss covering Jan. 1-Feb. 9, 2024

- ✓ The Association's net income- \$47,708.00
- ✓ YTD Insurance bill paid- \$3,441.00
- ✓ Expenses-\$12,115.51
- ✓ Checkbook-\$41,579.89
- ✓ Reserve-\$81,788.89

Secretary's Report – Minutes from last meeting

Old Business

- 2020 Reserve Study
 - Randall Yow went down the list of items in the Reserve Study which should have already been completed but haven't been. He also went over those items which will be coming up soon.
 - The future of the tennis courts and possible alternative usage was discussed.
 - Plant grass-spot for picnic tables and community grill
 - Storage for pool furniture
 - Upcoming Expenses mentioned:
 - Repairing bad boards before painting
 - Paving parking lot
 - Clubhouse needs roof, gutters, and doors
 - Railings outside clubhouse
 - Landscaping
 - Pool cover-will research to see if this can be held off for a while
 - Water Valves-see below
 - Road
 - Check into becoming a state maintained road

- Bylaws review
 - Table this until we know more about the Reserve Study
- Dryer Vents
 - Stacy Brewer will be onsite March 5th and 6th to clean all units' dryer vents
 - He will keep records to condition of unit and when he recommends next cleaning
 - Board will invoice each unit \$65 for the cleaning
- Club House Rules
 - Robin Kitchen will come up with a list of possible rules for Clubhouse use
 - Board decided on \$100 to rent the clubhouse and \$100 cleaning deposit. The cleaning deposit will be returned after the clubhouse has been inspected.
- Key Distribution
 - Christy Meeks will send an email letting owners know to contact her if they would like a key to the clubhouse.
- Furniture Storage Shed
 - 12 x 20 storage shed will be around \$7,800
 - Will look to see if a smaller shed would be more affordable and still hold the furniture
 - Will table the discussion for now since the pool will be open before we could purchase the shed and place on property
- Windows 113 & 214
 - Unit 113 has been repaired
 - Unit 214 has yet to repair their window. They will be sent a registered letter letting them know the date this must be completed
- Club House Floor
 - Clubhouse floor has been purchased
 - Big **Thank You!** to Randall Yow and Kevin Meeks for installing the floor
- Building Paint
 - Boards will need to be repaired before the buildings can be painted

New Business

- Exterior Vent Relocation (Dana & Robin Kitchen)
 - Dana Kitchen discussed they would like to relocate their exterior vent and put a powder coated roof vent in because they are purchasing a new dryer
 - The Board approved their request
 - It was mentioned if any damage comes from the new vent the Kitchens (or any owner after) would be responsible for the damage.
- Fire Extinguisher
 - Board wanted to make sure all areas that needed fire extinguishers had them

- Water issues
 - Water leak in Unit 102
 - Unit 102 contacted the Board about a leak in the basement. The leak was similar to what happened several years ago when there was damage to several units.
 - Multiple units were inspected to confirm the leak was confined to Unit 102
 - Repairs were completed
 - Town Water
 - Dave Sult will investigate pros and cons of connecting to Town Water
 - ✚ How much to connect?
 - ✚ Will each unit have a meter?
 - ✚ Monthly charge/ minimum?
 - Water Cut-Offs
 - David Underwood had a leak in his unit recently. When the plumber came to repair, they found the shut off valves were all broken, and they were unable to turn the water off.
 - ✚ Falwell fixed major water issues in the past. May have them come and check to repair all broken valves outside of the units.
 - ✚ We will also see if Falwell has a map of where all the valve boxes are on the property
 - ✚ After finding boxes, valves will be marked to identify corresponding unit

Meeting was adjourned at 12:00pm

Next Board Meeting: March 16th at 10am in the Clubhouse