

**Ridgeview COA**

**Board Meeting Minutes**

**September 12, 2017 at 7 p.m.**

**Rec/Laundry Room**

**Attendees: Ed Grosswiler #25, David Parks #20, Ashwini Prasad #12, Sara Vandehey #41, Carole Breck #46, Frances Satisky #28, Christi Thomas # 45, Margie Scott #52 & Angela Ray #8.**

- 1. August 8 special Board meeting minutes – Approved 5-0**
- 2. Transition to Buckley & Hockley as property manager**
  - a. Contract signed following August 8 meeting**
  - b. B&H takes over management on October 1.**
  - c. B&H will send information packet to each Owner before October 1.**
  - d. Dues will be mailed to new address or B&H offers automatic deduction from your bank account with no fee.**
  - e. Each owner will have access to online account status.**
  - f. Late fee of \$50 will be applied to any payment received after 10<sup>th</sup> of month. No waivers of late fee will be provided.**
  - g. Send questions to [ridgeviewboard@gmail.com](mailto:ridgeviewboard@gmail.com) and we will forward to B&H.**
- 3. Board Chair's report**
  - a. Several unit sales have occurred this summer and three more are pending.**
  - b. Laundry/Rec Room new flooring is installed.**
  - c. We are seeking a vendor to do parking lot stripping and numbering.**
  - d. Work continues on decks needing repairs.**
  - e. B&H will provide janitorial services, but we will attempt to schedule a full cleaning of stairwells, garbage and mail kiosks and areas around buildings before October 1.**
  - f. David Parks reported on landscaping activity.**
- 4. Discussion from Owners**
- 5. Adjournment at 8 p.m.**