

MINUTES

Silver Woods CA Quarterly Board Meeting

June 11, 2024

6:30pm – 7:30pm via Zoom

Housekeeping

- Call to order. Marc Bogнар, Laura Giorgianni, Diane Seeger, and Trish Scott. Tabitha Hammerstone, PCAM. Approximately 14 attendees by Zoom. Absent: Cal Hargett.
- Approval of May 14, 2024, minutes. Diane made a motion to approve, Trish seconded the motion and the rest of the BOD approved. Motion carried.
- Meeting Etiquette Guidelines: Marc reminded attendees to review attached Roberts Rule of Order that were sent with the meeting email.

Committee Reports

1. Board Committee Reports:

- a. (Marc Bogнар): Inspections and Premier: Reporting maintenance for Cal.
 - i. Inspections: No issues.
 - ii. Premier: Continues to do a good job.
- b. (Trish Scott): Pool/Clubhouse/Welcoming Committee:
 - i. May 7, 2024, the 5-year inspection was completed by First State Inspection, next one due 2029. They only look at the fire exit signs to make sure they are in working order.
 - ii. May 16, 2024, Spring pest treatment completed by Brasure's.
 - iii. May 16, 2024, The two tables, chairs, umbrellas, and stands were delivered to the pool. (original bases were too big, so they brought the replacement the following week.)
 - iv. May 23, 2024, Air Master came in, they recommended that additional filters be purchased for the intake area in the fitness room, they were ordered and put in place on May 30, 2024.
 - v. Approximately June 6th the pavilion was completed and looks beautiful.
 - vi. The pool company is doing the best they can with one visit to the pool daily. They have to deal with the construction trucks and plumes of dirt flying through the air. This also makes the pool area gritty.
 - vii. Complaints heard from one resident several times about the thermostat being adjusted that made it too hot in the fitness room. I put a note on the thermostat in the fitness room about a week ago and there have not been any complaints since that time. Joe can explain that he has it programmed and how that works.
 - viii. Just a reminder, no smoking is within 20 feet of the clubhouse.

- c. (Laura Giorgianni): Ponds/Envirotech:
 - i. Envirotech continues to service our ponds per their contract. On June 4th they cut treated invasive vegetation and cut small trees and saplings out of each swale and the conservation area along the Old Forge Swale.
- d. (Laura Giorgianni): Finance/ Investment: **See finance section below.**
- e. (Cal Hargett): Landscaping/ Grounds/Maintenance: ***Covered by Marc in Cal's absence.***
 - i. Bay Country is doing a great job, so far. Minor issues have been addressed and managed very well by Bay Country, Marc reported that during dry periods of weather, we may skip a cut. We will skip the cut scheduled for Wednesday, June 19.
- f. (Marc Bognar report for Cal): Maintenance Report:
 - i. Pavilion construction: complete.
- g. (Diane Seeger): Social/Decorating Committees:
 - i. Social committee: The committee did not meet, no report.
 - ii. Decorating committee: No report.
- h. (Tabitha Hammerstone, Property Manager, PCAM): May Management Report:
 - i. SWARC: four applications have been approved and one is being reviewed.
 - ii. Inspections: bi-weekly inspections have started by Tabitha and Marc. Homes that needed power washing have completed them.
 - iii. Real Estate: no activity.
 - iv. Delinquencies: 0-30 days \$0.04, more than 30 days - \$15.24, total \$15.28

Open Discussion

- No comments.

Old Business & Pending/In-Process Items

1. May 2024, Committee Report/Pond 3 fountain (Laura): Envirotech moved fountain today (6/11), @30 ft closer to common area to avoid spray on nearby homes. No action on hours of operation for fountain. Should run fountains a minimum of 12 hours to minimize algae on ponds. Marc invited comments to discuss. Glen asked if they could run 10-2 and then again at night to accommodate 12 hours. Marc is unsure and Glen suggested a survey. Marc liked the idea and will try to see if we can conduct a survey. Laura to confirm that the fountain timers can be set for multiple short periods per day versus a single 12-hour period.
2. May 2024: Open Discussion/Additional streetlights (Marc): *pending.*
3. OB #3: Pool area shed. *In process*
4. OB #4: Pop up drains. *In process*
5. OB #5: ADA chair for pool. Trish motioned to sell chair as it has never been used and requires training. Amenities committee recommended selling chair and designating

the funds for a different type of chair that is easier to operate. Joe Giorgianni said he found one on eBay that sold for \$5500. Motion to sell chair to highest bidder with a minimum price of \$4500. Trish motioned to sell, Diane seconded, Board approved.

Complete.

Budget/ Financial Information

Financials (CA):

Preliminary numbers for the end of May show our expense side tracking as expected. A few larger variances to budget include:

- Operating Expense – We budgeted to pay for the PKS audit in May. We have contracted PKS, and the audit is in process, but payment has not been made. This line item is \$6,500.
- Grounds Expenses – The landscaping non-contract year-to-date the variance is currently just over \$1,000. This will be used for maintenance of the walking trails in the future.
- Shared Expenses – for the month of May line by line variance is not dramatic. You will notice the deposit of \$2635 for 8 additional chaises for the pool was paid in May. Year-to-date variance is predominantly driven by the pool furniture purchase and clubhouse maintenance (crawl space work).

Premier Report:

Balances

- Operating - \$35,103.08
- Operating Reserve - \$62,008.02
- Amenities LTR - \$54,385.33
- CA LTR - \$19,741.14
- Escrow – \$0.71
- Amenities LTR CDs - \$20,425.68
- CA LTR CD - \$10,214.95
- Operating Reserve CDs - \$20,425.68
- Total - \$222,304.59

Investments (CA): The committee did not meet this month, no report.

New Business

1. Baby pool: Trish says there is a need for several cracked tiles and opening at entrance to the pool. Topic referred to maintenance committee for review and recommendation. Joe Giorgianni said he thought all the tiles should be removed and that the work should wait until after the swim season. **Action item.**

Action Items

NB #1: Maintenance committee to recommend repair strategy.

Next Meeting

No meeting in July. August 13, 6:30pm, at the clubhouse. **Please be prompt.**

Meeting Documents

Agenda

Meeting Etiquette

Rental Agreement

FINAL