

Indian Creek Board Meeting Minutes - APPROVED

Meeting Date: May 19, 2025

Meeting Called to Order: 5:00 PM via zoom

Board of Directors (5)	Present
James Smith, President	<input checked="" type="checkbox"/>
Melinda Tate, Vice President	<input checked="" type="checkbox"/>
Anne Welsh, Treasurer	<input checked="" type="checkbox"/>
Dorene Quesnel, Secretary	<input checked="" type="checkbox"/>
Kristin Leavitt, Member at Large	absent

Property Management Associates:	
Caleb Kelley	<input checked="" type="checkbox"/>
Ted Gamache	absent

Homeowners Present: (7)

Aili Beeli
 Julie Winn
 Janet McSorley
 Meghan Johnson
 Paige Savage
 Ten Eyck & Leslie Swackhamer

POOL OPENING: There is a chain and combination lock on the pool gate, preventing access and use. When the chemicals are balanced and considered safe the lock will be removed, signaling that the pool is open for the season. **WATER TEMPERATURES** are not monitored by the Association. A cold evening can lower the water temperatures significantly.

Seasonal Reminders

*****The Road and Roof Assessment of \$1,400 per unit is due no later than June 1.*****

Gas grills and propane tanks are approved only if placed on the pavers behind your unit, 10 feet from the structure (State Fire Code). Grills and tanks are not allowed on the deck. Charcoal and wood burning grills are not allowed. Fire pits are not allowed.

*** Dryer Vents: Per Indian Creek Bylaws:** Owners are responsible to have the full length of dryer vents professionally cleaned, no less than every 2 years. Proof of cleaning (receipt from service provider) is to be submitted to Property Management.

*** Per local and state fire code for multi unit buildings:** Fuel fired heating appliances (i.e. Gas fireplace, Gas HW heaters, Gas fueled direct vent heaters, Gas dryers, etc.) are to be professionally inspected no less than every 2 years. Proof of cleaning (receipt from service provider) is to be submitted by the Owner to Property Management.

*** Owners will be receiving a survey,** by email, regarding the two safety requirements noted above. Vehicle registration information is also included in the survey. Upon receipt, please complete the survey as soon as possible. If the required services are overdue, please schedule them with your provider and submit those receipts to PMA when the work is completed. In both cases, please submit the survey when you receive it.

**In case of emergency, contact Property Management Associates:
 802-660-3315**

Our website is: www.indiancreekcondos.org.

Agenda Item		ACTION ITEMS
Call to Order	5:00 PM	
Approval of Minutes:	A motion (Anne) and second (Melinda) to approve the April minutes was made and approved by the Board.	
Financial Reports	Monthly contributions (transfers) from the business account to the reserve account are listed as a category on the Expense reports but they are not considered "expenses", which is why the transfer does not appear in that category on that report.	
Accounts Receivable	As of May 19, Past due accounts total \$ 140 REMINDER that the \$1,400 Road and Roof assessment is due on or before June 1.	<i>PMA: Collection of delinquent fees and statements to owners.</i>
Owner Questions/Concerns	The question was asked if the duties of Board Members include "policing" the community. The duties of Board Members are described in both the Indian Creek Declaration and Bylaws. Both are accessible on the website under: More/Condo Documents/ Rules and Bylaws. In summary of the discussions: Owners are reminded that Board members are also owners, your neighbors and concerned members of our community.	
Open Owner Reports	# 46 gutter: was cleaned # 46 report of shingle on the lawn: inspection of roof shows no pieces missing or where the piece on the ground originated.	
New Owner Reports	#9 request for reimbursement of rotted siding repair by deck contractor: \$280. <i>Approved by the Board</i> #21: report of carpenter ants and damage to wing wall between units. <i>PMA has requested our siding contractor to look at this and will report back.</i> #21: request for permission to voluntarily access the former community garden area, do some clean up and spread wild-flower seeds. Also to solicit other Indian Creek volunteers. <i>This was Approved by the Board under the conditions that the Association assumes no liability or expense .</i> #47 and #32 requests to address large gaps on garage doors. <i>Anne will inquire with ECI about potential solutions.</i>	

Old Business - Updates		
Fall Walk Follow up	Two unit owners have received requests based on the fall walk through findings.	<i>PMA requested to advise one of a deadline to remove items from the yard/woods etc.</i>
2025 Capital Projects	<p>1) Replacement and painting of front doors to Phase 1 (Owners have been contacted regarding door style and will be advised of start date). <i>Contractor reports that the price of the hardware has increased by \$50 per door.</i></p> <p>2) Paving of main road (year 2 of 3): <i>Work is completed for 2025, including potholes elsewhere on the road.</i></p> <p>3) Tennis Court Fence: All wooden fence posts on the court are rotted at their base, causing the fence to be unstable. Any users of the court should take great care not to make bodily contact with the fencing at this time.</p> <p>There is \$15,000 budgeted for post replacement this year, based on quotes received in 2024 for wooden post replacement. However the 2024 contractor has not recently been responsive.</p> <p>Melinda reported meeting with another fencing contractor the day of this meeting, and they provided a verbal estimate of approximately \$31,000. The estimate includes metal posts, and full chain link fence replacement. This is \$16,000 over the amount budgeted for 2025.</p> <p>This contractor stated that the condition of the chain link (curling, bending, and with brush intertwined) requires that it be replaced. They strongly advised against wood posts citing significant damage from installing them would be caused to the court surface, and wood posts would surely rot again. Note that in 2024, the currently "unresponsive" supplier quoted a similar price for metal posts.</p> <p><i>Anne (Treasurer) reported that the Association does not currently have \$31,000 to do this work. The \$15,000 budgeted will remain allocated to the Tennis Court fence.</i></p> <p><i>A written quote from the new contractor is expected within a week for further consideration.</i></p>	
2025 Master Insurance Policy and posting on website	The 2024 Policy has been renewed but requires correction to the # of units in one building.	
Fire Safety/Vehicle Registration survey status	Some discussion was held regarding a draft survey. A few tweaks were requested by the Board. PMA will send out the new survey, via email, to owners. See "Seasonal Reminders" above.	
Fuel Burning Heating Appliance 2-year certifications Dryer Vent cleaning 2-year certifications Vehicle Registration		
Pool Lock	<p>PMA and the Board have has been soliciting suppliers for a replacement lock arrangement where, the gate would self close and prevent entry from the outside (requiring a key) AND allow exit from the inside without a key.</p> <p>Multiple fencing businesses and locksmiths have been contacted. Multiple challenges identifying an out of the box solution have been encountered, including adapting a lock to the existing gate and posts.</p> <p>Responses from two potential sources are expected within the next two weeks.</p>	
Admin Rules Revisions	Revisions are needed to the Rental policy portion as well as rental forms. Dorene will set up a BOD working, zoom meeting for June 3rd at 4:00 PM	<i>Dorene to set up zoom meetings.</i>
Pool Maintenance Contract	The Board requested that PMA have the pool contractor include, on the contract, information about the Chemicals used to maintain our pool.	<i>PMA to provide the Contract to the Board for approval.</i>
Assessment of garage doors for rust and excessive gaps.	During the Spring Walk - through	
Assess Pool Patio for maintenance		
Spring Walk-through	Revised Date is June 10th at 2:30PM starting at Phase 4	<i>6/10/2025</i>
Other	none	
Adjourned the open portion of the meeting.		
The Board reconvened in Executive Session		
The next meeting is 6/16/2025		
The Indian Creek Board Meets on the third MONDAY of each month at 5:00 pm via Zoom. Homeowners will receive notification via email.		