

Stephanie Terrace
CONDOMINIUMS
Home Owner's Association

OCTOBER 2020 QUARTERLY MEETING MINUTES

LOCATION: Conference Call
DATE: 10.17.2020
CALLED TO ORDER: 10:15 am

OWNER ATTENDEES

UNIT NUMBER	UNIT NUMBER	UNIT NUMBER	UNIT NUMBER	UNIT NUMBER
<input type="checkbox"/> 1	<input type="checkbox"/> 12	<input type="checkbox"/> 23	<input type="checkbox"/> 34	<input type="checkbox"/> 45
<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 13 – Board	<input type="checkbox"/> 24	<input type="checkbox"/> 35	<input type="checkbox"/> 46
<input type="checkbox"/> 3 – Board	<input type="checkbox"/> 14	<input type="checkbox"/> 25	<input type="checkbox"/> 36	<input checked="" type="checkbox"/> 47
<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 15	<input type="checkbox"/> 26	<input type="checkbox"/> 37	<input type="checkbox"/> 48
<input type="checkbox"/> 5	<input type="checkbox"/> 16	<input type="checkbox"/> 27	<input type="checkbox"/> 38	<input type="checkbox"/> 49 – Board
<input type="checkbox"/> 6	<input type="checkbox"/> 17	<input type="checkbox"/> 28	<input type="checkbox"/> 39	<input type="checkbox"/> 50
<input type="checkbox"/> 7	<input type="checkbox"/> 18	<input checked="" type="checkbox"/> 29 – Board	<input type="checkbox"/> 40	<input type="checkbox"/> 51
<input type="checkbox"/> 8	<input type="checkbox"/> 19	<input checked="" type="checkbox"/> 30 – Board	<input type="checkbox"/> 41	<input type="checkbox"/> 52
<input type="checkbox"/> 9	<input type="checkbox"/> 20	<input type="checkbox"/> 31 – Board	<input type="checkbox"/> 42	<input type="checkbox"/> 53
<input type="checkbox"/> 10	<input type="checkbox"/> 21	<input checked="" type="checkbox"/> 32	<input checked="" type="checkbox"/> 43	<input type="checkbox"/> 54
<input type="checkbox"/> 11	<input checked="" type="checkbox"/> 22 – Board	<input type="checkbox"/> 33	<input type="checkbox"/> 44	<input type="checkbox"/>

Owner in attendance

Owner not in attendance

OPENING BUSINESS

AGENDA ITEM DESCRIPTION	ACTION	STATUS
Virtual roll call of attendees.		Closed
September Budget Meeting minutes approved.		Closed

TREASURER'S REPORT

AGENDA ITEM DESCRIPTION	ACTION	STATUS
Treasurer's report was read out at this meeting.		Closed

PRESIDENT'S REPORT

AGENDA ITEM DESCRIPTION	ACTION	STATUS
N/A		Closed

MAINTENANCE

AGENDA ITEM DESCRIPTION	ACTION	STATUS
Dryer Vent Cleaning Board is reviewing bids.	Superior / Board	Open
Vent Blocks Vent blocks need to be installed when overnight temperatures start falling below freezing. This will probably happen in November. Please contact a board member if you would like to volunteer to help with this task.	Volunteers	Open

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Gutter Cleaning Yearly gutter cleaning needs to be bid and scheduled. The Board needs to review how often this occurs to confirm gutters are staying clear.	Superior / Board	Open
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ON-GOING BUSINESS

AGENDA ITEM DESCRIPTION	ACTION	STATUS
Eave Repairs <i>[October Meeting Update] Waiting on bid from IBI to complete this work.</i>	IBI/ Superior	Open
Concrete Repairs <i>[October Meeting Update] Board will pursue bids to complete this work.</i>	Superior / Board	Open
Breezeway Ceiling Repairs, Building 4 <i>[October Meeting Update] Waiting on bid from IBI to complete this work.</i>	IBI/ Superior	Open
Moving Fee Resolution <i>[October Meeting Update] Board to review examples provided by Superior.</i>	Superior / Board	Open
LED Lighting Project <i>[October Meeting Update] Board will pursue quotes to get an idea of the cost of this project.</i>	Superior / Board	Open
Building Unit Number Stickers A review of the buildings' unit numbers will be conducted and replaced on an as-needed basis. Steve volunteered for this task. <i>[April Meeting Update] This item is on hold until the Stay-At-Home order is lifted.</i>	Steve	On Hold
Gutter repairs at building 1 Gutters were reported hanging off of the west side of building one. Repairs are needed. <i>[October Meeting Update] Waiting on bid from IBI to complete this work.</i>	Superior	Open
Farmington Storm Drain Storm drain nearest to Farmington Road reported to be overflowing during rain storms. It needs to be cleared out. <i>[October Meeting Update] Bids received, vendor selected, work to be scheduled.</i>	Superior	Open

NEW BUSINESS

AGENDA ITEM DESCRIPTION	ACTION	STATUS
Building Envelope Inspection Reserve study mentioned having a building envelope inspection completed. The board decided that such an inspection shall not be completed at this time.		Closed
Hedge Trimming It was brought to the board's attention that some hedges on the west side of building 11 needed to be trimmed. Jeri will follow up with landscapers.	Jeri	Open

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Building 12 Breezeway Light It was reported that the breezeway lights at Building 12 (Units 45-48) aren't coming on at the appropriate times – they are coming on long after it gets dark. The Board should work with Superior to make the necessary repairs to the sensors.	Superior / Board	Open
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NEXT MEETING: January 2021 Annual Meeting
ADJOURNED: 10:50 am