

## HIGHVIEW CONDO ASSOCIATION BOARD MEETING

Sunday, October 25, 2015

President Frank Segerstrom called the meeting to order at 7 p.m. with Alice Heinbuch, Brian Jones, Peggy Powell, Luis Sanchez and Myles Walsvig present.

M/S - Heinbuch/Powell - the minutes of the October 08 , 2015 meeting be accepted as recorded. Carried.

Treasurer's report - Checkbook balance as of October 25 was \$31,289.28. One resident is two months behind with association fee payment.

Old business:

- On October 9 a new C.D. valued at \$18,000 was purchased for 18 months. Savings account money was used.
- Mr. Gutter has installed two downspouts on the west inner four plex on Woodland at a cost of \$120.
- Secretary Jones issued board members copies of an updated association directory - names, addresses and phone numbers.
- Copies of the revised welcome letter {direct deposit information} were given to block captains to use for future new residents.
- Concerning the handyman situation M/S - Jones/Heinbuch - the handyman hired in September have his services terminated and the president notify him of his termination. Carried. NOTE: The handyman had done no work since his hiring 7 weeks earlier.
- A tentative handyman contract was examined and revised. To be reviewed in April & used to hire a new handyman.

New business:

- Table officers (president, treasurer and secretary) and block captains remain the same. New board member Peggy Powell agreed to take minutes if there is a winter meeting. Frank Segerstrom and Ray Anderson will serve as snow removal contact people.
- M/S - Powell/Walsvig - that \$10,000 be transferred from our checking to our savings account. Carried.

- NOTE - Any live tree or shrub removal must be approved by the board. Submit a work order. Tree replacement should be board approved.

- The board discussed the cleaning of gutters and plans to secure estimates for the cost of gutter cleaning. The issue of hiring worker{s} to clean association gutters and increasing association fees will be presented at the May association meeting.

- NOTE - The board would like to remind Highview residents what most of their \$100 monthly association fee is used for:

- lawn maintenance - (weekly mowing, spring & fall weed control and fertilization, spring and fall shrub trimming and cleanups)
- special projects - (aeration, seal coating, dead tree removal, tree trimming, vent cleaning)
- snow removal - weekly garbage collection
- insurance - handyman wages & supplies
- \$10 to savings

A review of the 2016 budget (available from the treasurer) would also indicate tentative expenditures and other smaller expenses such as tax preparation.

- Myles Walsvig will meet with Ryan Unger of Dowd Insurance this week to review the new insurance policy that comes into effect November 15. Myles reports that because of association's loyalty and history our new premium will be reduced by approximately \$1000. As well, he will investigate the possibility of some savings through a payment schedule.

REMINDERS:

- "Snowplowing will be done when there has been an accumulation of 2 inches or more. In the event there is a plus 4 inches snowfall, plowing will be every 3-4 inches in an effort to keep the driveways passable. The sidewalks will be shoveled when the final plowing is done." (Jagusch Lawn Care contract)

- With winter on the way residents are asked to remove and store or tie up their extension downspouts to facilitate driveway plowing.
- A vehicle on a driveway during snowfalls may result in a driveway not being plowed.
- The board will keep an eye on snow accumulation on association roofs during the winter and deal with the snow accordingly.

The next meeting will occur as needed.

Adjournment - 8:30 p.m.