

BPHOA BOARD MEETING

January 8, 2003

Attending: Mary McDermott, Deloris Lenhart, Linda James, Bill Wassmer , Chuck Berg, Mike Perlman and John Bria

Late: David Maxwell

Absent: Karyn Knigge

Also Attending: Bruce Bollinger & Roy Bollinger

Visitors: Myrna & Joe Peterson

Meeting called to order at 6:40 PM by Mary McDermott

Minutes approved as printed.

RV Park Report: Joe

Talked with grounds committee at Meadow Brook Condominiums about the fence along the RV lot, they did not have a problem with us putting up a new fence, Joe will get something in writing so this can be done.

Grounds Report: John

1. Gave Roy a list of lights that are out in the park (about 55).
  2. The board approved to remove the trees & shrubs between the driveways at 1164 & 1168 Middlesex.
  3. The trees & shrubs along Whitby Court were approved to be removed; some cement work will need to be done on back of unit at 4302 Cromwell Court, this is backed up to Whitby Court.
  4. The fence at the end of Winfield and Meadow Brook Condominiums has several broken boards; Roy has already replaced several within the same area.
  5. There are several for sale signs that are placed where they should not be. (Owners need to be notified about the rules), one sign in window unless other wise approved by the board.
  6. There is a barbecue on common ground at 4229 Derbyshire.
  7. There is foil in two windows at 4232 Derbyshire and their trashcan is not in the garage.
  8. Air conditioner in garage window at 4234 Derbyshire and broken basement window cover in rear of unit.
  9. There are broken trellises around deck at 1159 Norwalk.
  10. There are old tires and weeds under the deck at 1172 Middlesex.
  11. 1170 Norwalk has dog mess all around unit.
  12. 4311 Rugby has dog mess all around unit.
  13. 4313 Winfield has dog mess around unit.
  14. 4310 Haverford Court has dog mess around unit.
  15. 4308 Haverford Court has stake in ground for dog and a lot of cigarette butts around this area.
  16. 1170 Norwalk has dog mess around unit.
  17. The area between 1190 & 1186 Middlesex has an overly large amount of dog mess, need to find out whose dogs are using this area.
  18. 4315 Abby Court has junk in car port
  19. 4261 Gloucester has a ladder under deck, he also parks his truck so that the back end sticks out about three feet into the street, (this could be dangerous).
  20. There is an extension ladder stored under the deck at 4259 Gloucester also.
  21. 1195 & 1191 Norwalk has junk under their decks, and at 1195 garbage can is on common area at side of unit, need to fined warned before.
  22. John gave a report on the lights in the park and several problems that will need some attention in the future there are several area that need more or better lighting for safety reasons.
- Letters are to be sent to all in violation of the CC&R'S or the SOP'S, Bruce requested John to check out the Courts and make a list of other units that have junk in there patios or in carports.

Welcoming Report: Chuck

1. Delivered CC&R'S to several new homeowners.
2. The Church on the South side of the park will not help repair the fence; they have done this several times.
3. Reported dog staked at 4308 Newton Court, letter to be sent.

Appeals Committee: Eldon no report.

Architectural Report: Mike

1. Rain gutters need to be looked at again; there are some that need repaired now.
- Per Roy it is cheaper to hire out side gutter man than for him to do this, committee to walk around and look at what needs to be done.

Maintenance Report: Roy

1. There were several maintenance requests completed.
2. Some roofs are being replaced, one four-plex on Whitby Court and one four-plex on Arden Court at the cost of \$3,000.00 each with a twenty-five year warranty on the shingles.
3. Repairs will be done in basement room under office (pool equipment area).
4. Roy will be working on siding issues, several units in need of repair.
5. Doing cleanup while weather is good.

Financial Report: Bruce (see attached)

1. Past due accounts have gone up \$8,000.00 in the last year we are now at \$42,000.00.
2. Next month past due accounts will be published in the newsletter.
3. More liens have been placed and some accounts have been turned over to collections.
4. Judith Robertson's son Brian has agreed to pay past due amount \$140045.14 (\$15,000.00 down \$3,500.00 before February 28, 2003 and payments of \$551.59 starting March 1, 2003 continuing until September 1, 2004, plus regular condo fees due each month also the pet rules are to be followed.
5. Survey for phone directory is twenty-six (26) no, thirty-six (36) yes, emailed statements forty-six (46) yes.
6. Trying to sell old truck about \$2,500.00 there are some electrical problems, noise in the transmission and the clutch is going out.
7. Closed credit card account, due to being charged to keep it open.

Announcements: Mary

1. A dog at 4273 Dunmore Court attacked another dog when the dog and owner walked past unit, a motion was made and all approved to fine the owner.
2. Owner at 4283 Gloucester sent letter appealing fine for parking on street, this will be turned over to the Appeals Committee.

Treasure Report: Dave (New Business)      Discussed concerns and issues for a new contract with Bruce & Roy

1. Need a list of our assets, also a list of Roy's equipment that he uses for the park.
2. Need workers to be supervised and hired by Roy, (property manager). Do we want Roy to hire and pay or do we want this run through Barrington Park?
3. Have Bruce (office manager) do the payroll and file liens and spend more time in the office.
4. Time reporting, what time everyone comes to work and leaves, vacations. and time off, overtime.
5. More work being done by Roy and Randy and not hiring a sub-contractor.
6. Architectural committee chair to meet with property manger and go over things to be done.
7. Need a set of Sop's for office manager and property manager.
8. Need to make a list of expectations of Bruce and Roy and let them come back with an answer or suggestion for on each one.
9. Mike will be the contact person to talk with Bruce and Roy
10. Meeting set for Thursday 16, 2003 everyone to bring recommendations for discussion on the issues.

Meeting adjourned at 9:00 PM