

**BOD Meeting – January 13, 2017@ 10am**

**Called to order at 10:04am at Sequel's Office.**

**Board Members present:** Victor Haerinck, Mike Warhola, Russ Woolbright, Steve Vallier, Cliff Picone  
**Sequel Property Management present** – Peter Dolloff/Jan Hammond

**New Business:**

1. **Review Meeting minutes from previous meeting** – September 27, 2016 – Add Victor's name to roll call and all in favor to approve.
  
2. **Review Financial Statements** - November Financial Statements Emailed to all board members
  - ✓ Balance Sheet – Reviewed in detail during the meeting.
  - ✓ P & L – Statements – Reviewed in detail during the meeting.
  - ✓ Account Reconciliation Statements
  - ✓ Aged Payables
  - ✓ Cash Disbursements Journal
  - ✓ Receivables update
  - ✓ Delinquency status

**3. Reserve Deficit**

The Knightsbridge Arms balance sheet shows the operating account owing the reserves account \$181,980.66. This is a deficit that has been accumulating since the inception of the association. The board unanimously voted to have the associations accounting firm zero out the difference in these two accounts.

**4. New Laundry Machines – Update**

A slight delay in the installation of the washers & dryers was due to parts on back order. The main "Card Center" machine has not been installed on the exterior office building as of yet. We are waiting to get confirmation on that date. Once dates are determined a notice will be sent to the residents. The board was all in favor of increasing the price per load from \$1.75 to \$2.00 to off-set some of the improvement expense. Peter will develop a security system to empty main card machine.

Each resident will receive a complimentary card with a value of \$3.50. If any additional cards are needed they may be purchased at the cost of \$5.00 at the Card Value Center located at the office building. The balance available on the cards is displayed by inserting the card in the Card Center Value reader or in any of the washers & dryers. More value can be added on the card by inserting coins or dollars. No credit cards.

**5. Hallway Renovation - Update**

Currently finishing up on the renovations in 3 Knightsbridge. Last building is 5 Roedean, which is scheduled for completion by mid February. Carpet cleaning is scheduled for April. Approx cost is \$290.00 per building. 10 buildings will be cleaned as 2 will have just installed new carpet.

## **Old Business:**

- **Quote for dumpster fencing**
- **Replace ballards**
- **Pool Liner**

Board members discussed quotes that Peter received on pool liners and salt water option. The board was all in favor of switching to salt water pools in an effort to save association money on supplies and chemicals.

Peter will obtain another quote on the liners and move forward with moving forward with the improvements. The board was all in favor.

## **Open Session:**

- **Service Dogs** – Cliff expressed his concern over the where or not “emotional support” dogs are truly considered “service dogs”. A review of the association’s attorney response was discussed in detail. The current ADA laws do not allow any discrimination. Each complaint of any service dog disrupting neighbors will be dealt with on a case by case basis. Report of dogs in 6K201 or 202. Peter will investigate.
- **Traffic Flow in Parking Lots:**

The board is agreement to order more “One Way Signs” to help keep the flow of traffic one way.
- **Smoking in common hallways:**

Building 6K & 3R have been problematic. Teens are smoking and burning butts into new carpeting. More investigation is need to determine which unit the teens are coming from.
- **Tree pruning is needed behind 2R & 4R.**

The board would like Sequel to provide a quote to prune back and/or remove some trees to help prevent mold/mildew caused by lack of light. This will also help improve the landscape in that area.
- **Confirmed Next Meeting Date:      Friday April 21 @ 10am**

**Meeting Adjourned at 11:35am**