

SHAKER LANDING CONDO ASSOCIATION
BOARD MEETING 7/18/12

ATTENDEES:

MARY JO MULLIGAN-KEHOE
PENNY EDWARDS
SCOTT GILMORE
KEVIN ALBERT
ROB DAVIDSON
RAY STANFORD

CALLED TO ORDER: 7:03 PM

1 SLCA MEMBER PRESENT:

GARY BEST: TO PRESENT "SHAKER LANDING - 6 YEAR PLAN"

PURPOSE: TO DEVELOP A PLAN OF SPENDING WHICH IDENTIFIES KNOWN ISSUES REQUIRING CONSIDERATION GOING FORWARD. THE ISSUES HAVE BEEN IDENTIFIED THROUGH PAST PROBLEMS, DISCUSSIONS WITH MANAGEMENT COMPANY, BOARD MEMBERS AND OWNER'S QUARTERLY REPORTS. THIS IS A WORKING PLAN, UPDATED AS NEEDED AND AT LEAST PRIOR TO EACH ANNUAL MEETING.

I. REVIEWED:

A. SLCA - OWNER FEEDBACK SPREADSHEET

RECOMMENDATIONS:

1. KEEPING RECORD OF REPAIR COST AND WHEN REPAIR WAS DONE.
2. DOCUMENT IF REPAIR WORKED OR DID NOT, TO TRACK HISTORY OF PROBLEMS AND SOLUTIONS

SUGGESTION: ADDING A 12 MONTH TIME LINE TO THE SPREADSHEET

II. DISCUSSION OF ISSUES:

SIX YEAR PLAN TO FOLLOW CURRENT PAINTING SCHEDULE

A. GENERAL

1. WALKWAYS:

- a. SPRAY 2 TIMES PER YEAR (BY "CHIPPER" NEED SPECIAL LICENSE)

b. ADD ROCKS IN AREAS OF BLDG BEING PAINTED

2. ROADS: REPAIR ON A ROTATING CYCLE (MASTRO LANE, 25-29 PARKING LOT, 33-37 PARKING LOT, LOWER PARKING LOT), OR POT HOLES AS NEEDED.

3. LIGHTING: MOSELEY WORKING WITH NATIONAL GRID (NOW: LIBERTY UTILITIES), TO OBTAIN A GRANT FOR 70% OF COST: REMAINING 30% FINANCED OVER THREE YEARS. NOTE: SAVINGS ON ELECTRIC BILL MAY OFF SET REMAINING FINANCED COST.

LIGHTING SPECIFICATIONS: MUST MEET ENERGY STAR STANDARDS

4 .BRIDGE REPAIR/REMOVAL: BEHIND BLDG #25 , SAFETY ISSUE. MOSELEY TO GET ESTIMATE.

5. LANDSCAPING/TREES - DO WHEN BLDG IS PAINTED

6. DUMPSTER ENCLOSURE: PRIORITY TO BE ESTABLISHED.

7. BEACH IMPROVEMENT: INCLUDED IN DEGRASSE CONTRACT, MOSELEY TO CONTACT DEGRASSE .

B. UPPER UNITS:

1. SKYLIGHTS: ANNUAL INSPECTION AND CAULKING, PROFESSIONAL REPAIRS AS NEEDED, EVALUATE FOR REPLACEMENT AND CONTACT OWNERS

2. OTHER UPGRADES

a. REPLACE FRONT STAIRS/ RETAINING WALLS

b. INSTALL SAFETY RAILINGS

C. LOWER UNITS

1. SKYLIGHTS : SAME AS UPPER UNITS

2. DECK GRATES

3.EVALUATE ROOF ISSUES (SPECIFIC TO EACH UNIT).

III. POSSIBLE FUNDING: DISCUSSED POSSIBLE ALTERNATIVES TO PROVIDE ADDITIONAL FUNDS

IV. EMERGENCY FUND: \$10,000 NEEDS TO BE MAINTAINED IN THIS FUND. FUND TO BE BUILT UP BY THE USE OF FUNDS THAT HAVE NOT BEEN USED IN THE BUDGET.

I. APPROVAL OF MINUTES:

MARY JO MADE A MOTION TO APPROVE THE 6/18/12 MEETING MINUTES AS WRITTEN, SECONDED BY KEVIN, ALL IN FAVOR, NO OPPOSED, SO MVED.

II. FINANCIALS:

A. MID MONTH REPORT: REVIEWED CASH DISBURSEMENTS, OWNER ACCOUNTS, AND OPERATING ACCOUNT

1. LONG TERM RESERVE: \$9,348.04

2. SHORT TERM RESERVE: \$6,489.85

3. CHECKING: \$1,889.88

B. STATEMENT OF INCOME: REVIEWED, AS OF 6/30/12 \$3,000 UNDER BUDGET.

C. OPERATING CASH STATEMENT: REVIEWED

D. OPERATING ACCOUNT SUMMARY: REVIEWED

E. CD ACTIVITY: REVIEWED, \$89,257.38
NOTE; KEVIN TO PURCHASE ANOTHER \$6,000 CD

F. CASH DISBURSEMENTS: REVIEWED

III. OLD BUSINESS

A. PAINTING STATUS: BLDG #29 ALMOST COMPLETE, UPPER UNIT DECK POST REPAIRS - JIM SHIBLES TO PAINT IN 2013, POST NEED TIME TO AGE BEFORE PAINTING.

B. LIGHTING GRANT: BOARD TO APPROVE FIXTURES, FIXTURE INFORMATION AND PHOTOS TO BE INCLUDED IN OWNERS PACKET FOR ANNUAL MEETING.

DISCUSSION INCLUDED: CURB APPEAL, SAFETY ISSUES, HEIGHT OF FIXTURES, AND LANDSCAPE LIGHTING.

C. TREE WORK: NOT IN BUDGET TO DO MORE AT THIS TIME

D. KAYAK/BOAT PAYMENTS AND ASSIGNMENTS: ALL BOAT SLIPS HAVE BEEN LEASED. NOT ALL OWNERS HAVE TAGS ON KAYAKS/BOATS. MOSELEY TO FOLLOW UP.

E. MOSS ON ROOF UNIT 29-2: JIM SHIBLES TO REMOVE

F. HILL EROSION EVALUATION:

RECOMMENDATIONS: NELSON BUGBEE

1 .ROCK WALL EROSION AND WATER RUNNING DOWN TO BLDG'S: SOLUTION MAY BE FRENCH DRAINS.

2. 25-29 PARKING LOT: MAY NEED STORM DRAIN; MOSELEY TO FOLLOW UP WITH MR. BUGBEE ABOUT THIS AREA, LAST YEAR STATED HE WOULD NOT CHANGE THIS AREA, HAD GOOD WATER FLOW ACROSS PARKING LOT.

3. BLDG 37 , EROSION BY STAIRS: MAY NEED STORM DRAIN, OR A REDIRECTION OF WATER FLOW TO EXISTING STORM DRAIN BY CHANGING PITCH OF ROAD. DISCUSSED OPTION FOR REDIRECTING WATER IN THIS AREA.

MOSELEY TO CONTINUE TO HAVE EROSION ISSUES EVALUATED.

G. DATA BASE: DISCUSSED NEED TO TRACK HISTORY OF PROBLEMS ON SLCA PROPERTY. NEED FOR A LONG TERM PLAN, INCLUDING PROPOSALS AND WORK ACTUALLY DONE. SLCA NEEDS BETTER DATA ORGANIZATION.

NOTE: MOSELEY WAS REMINDED THAT THE BOARD NEEDS TO BE AWARE OF ANY ON GOING ISSUES WITH OWNERS UNITS, AND THAT OWNERS ARE TO PROMPTLY BE MADE AWARE OF WHAT ACTION IS BEING TAKEN.

H. 33-3, TREE HANGING OVER DECK: OWNER REQUEST PERMISSION TO HAVE BRANCH'S REMOVED BY FOX TREE SERVICE, AT OWNER'S EXPENSE. BOARD TO EVALUATE AND E-MAIL RAY/BOARD MEMBERS THEIR RESPONSE.

I. RETAINING WALLS UPPER UNITS: RECOMMENDATION TO START BY EXCAVATING THE WORST AREA AND THOROUGHLY EVALUATING THE PROBLEM (EST. COST \$500). BOARD APPROVED.

J. EXISTING PROPERTY DRAINS: DRAIN OPENING COVER BETWEEN BLDG 7 & 11, MOSELEY TO HAVE EVALUATED, SWALE BETWEEN BLG 45 & 47 PIPE HAS LIFTED, MOSELEY TO CAUTION DEGRASSE ABOUT MOWING IN THIS AREA, MAY NEED TO COVER WITH DIRT TO PREVENT DAMAGE.

K. DUMPSTER ENCLOSURE: ESTIMATED COST \$5,000, PRIORITY NEEDS TO BE ESTABLISHED AT A LATER DATE.

L. NEW CONTRACTS:

1. DEGRASSE: CAN'T REDUCE CURRENT COST, IS WILLING TO HOLD CURRENT COST FOR 3 YEARS. BOARDS COUNTER OFFER: INCLUDE \$750 COST FOR SPRAYING WALKWAYS (BY CHIPPER'S) OR AT LEAST SPLIT COST. MOSELEY TO BRING OFFER TO DEGRASSE. MOSELEY ALSO TO BRING TO DEGRASSE'S ATTENTION THOSE ISSUES NOT BEING MET IN CURRENT CONTRACT (EXAMPLE: THE BEACH). BOARD AGREE'S TO 3 YEAR CONTRACT.

2. MOSELEY CONTRACT: GOING UP 2 ½ %, REASONS: INFLATION, COST OF LIVING, SLCA NEEDS ARE MORE DEMANDING OF TIME AND REQUIRE MORE MAN POWER THAN OTHER PROPERTIES.

BOARD REQUESTS SPECIFIC REASONS FOR THE 2011 - 2012 INCREASE - HOPEFULLY CAN WORK WITH MOSELEY TO MAKE LESS DEMANDS ON TIME AND MAN POWER TO DECREASE MANAGEMENT COST OVER TIME.

IV. NEW BUSINESS

A. RODENTS: 25-2, MOSELEY TO HAVE EVALUATED AND GET QUOTE

B. GRILLS ON DECK : RISK MANAGEMENT, NOT AN INSURANCE REQUIREMENT TO HAVE THEM OFF DECKS, BOARD NEEDS TO ISSUE BETTER SAFETY RULES AND REGS FOR GRILL USE, SCOTT TO WRITE UP NEW RULES AND REGS AND SUBMIT FOR BOARD APPROVAL.

C. SLCA RULES AND REGS PROPOSED CHANGES: MARY JO TO DISCUSS WITH JIM TAMAGINI DO THEY HAVE TO BE FILED WITH THE STATE. NEW RULES AND REGS TO BE DISCUSSED AT ANNUAL MEETING WITH OWNERS.

D. CURRENT REPAIR ISSUES: 47-2 REPORTS A STAIN ISSUE, JIM SHIBLES HAS EVALUATED AND FINDS NO PROBLEM, BOARD REQUESTS MOSELEY FOLLOW UP WITH OWNER.

E .LOWER BLDG'S UNIT'S #3, CONVERTING TO "COLD ROOF'S":EVALUATED BY VARNESSE: STILL NEEDS MORE TIME TO EVALUATE CONDENSATION FORMATION, INITIAL OPINION IS THAT THE ROOF'S NEED TO BE MADE COLD ROOF'S. CONDENSATION CAUSED BY EXTREMELY HOT ROOF DUE TO NO VENTILATION AND NO WAY TO VENT ROOF'S.

DISCUSSION: LOWER BLDG ROOF'S HAVE BEEN EVALUATED BY MANY INDIVIDUALS OVER THE YEARS, NO ONE CAN COME UP WITH A DEFINITIVE

SOLUTION. ALL THE OPINIONS JUST “THINK” IT WILL SOLVE THE PROBLEM.

RECOMMENDATION OF THE BOARD: PUT ALL PAST REPORTS, EVALUATIONS, AND OPINIONS TOGETHER AND TRY TO COME UP WITH A CLEAR SOLUTION, IF THERE IS ONE.

F. SLCA ANNUAL MEETING (8/18/12):

1. REVIEWED PRESIDENTS LETTER
2. REVIEWED RULES AND REGS CHANGES
3. LIGHTING: PROPOSAL FOR LIGHTING TO BE ADDED TO PACKET
4. 6 YEAR PLAN : NOT TO BE INCLUDED IN PACKET, SEND TO OWNERS ONCE IT HAS BEEN COMPLETED (APPROX. 12/12)
5. BUDGET 2013: REVIEWED LINE ITEMS, MOSELEY TO EMAIL TO BOARD MEMBERS FOR APPROVAL.

V. NEXT MEETING: AUGUST 18, 2012, IMMEDIATELY AFTER THE GENERAL MEETING.

VI. MEETING ADJOURNED: 10:50 PM