

Wellington Trace Homeowner's Association Board of Director's Meeting

Minutes

November 14, 2017
6:30 pm

BOARD OF DIRECTORS		
NAME	POSITION	PRESENT
Christopher Watkins	President	Present
Steve Shugarts	Vice President	Present
Douglas Browning	Treasurer	Present
Jen Shell	Member at Large	Present
Heather Siefers	Secretary	Present
RESIDENTIAL REALTY GROUP, INC. (non-voting)		
Cathy Price	Association Managing Agent	Present

TOPIC	RESPONSIBLE	DISCUSSION	ACTION
Called to Order	C. Watkins		C. Watkins made the Motion and all were in favor to call the meeting to order at 6:34 PM.
Roll Call	C. Watkins		C. Watkins took roll call of the Board
NEW BUSINESS			
Financial Review	C. Watkins	C. Watkins reviewed the current financial statements.	
Minutes Review	C. Watkins	October 2017 meeting minutes were reviewed by the board.	C. Watkins made the Motion to approve the October meeting minutes. S. Shugarts seconded. A vote was held and the motion passed unanimously.
2018 Proposed Budget Review	C. Price	The Board reviewed the proposed budget for 2018.	J. Shell made the Motion to approve the 2018 Budget. C. Watkins seconded. A vote was held and the motion passed unanimously.
Review of Proposals	C. Price	Management sought	C. Watkins made the

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for 2018 Landscaping Contract		<p>bids from seven landscaping companies. Four companies declined (PVP, AMG, Lasting Impressions and Hawkins). The Board reviewed the submitted bids from Classic Landscaping, Mainscapes and Brightview.</p>	<p>Motion to select Brightview as the community landscaping and snow removal company. S. Shugarts seconded. A vote was held and the motion passed unanimously.</p> <p><i>Action item: Management company to find out if Brightview can service the pet waste stations and to see if they can come down on their salt costs.</i></p>
Discussion of Pool Bathrooms Renovations Project	C. Price	<p>Board discussed plans for pool bathroom renovations. Some examples were provided by the Management Company on design options and links to websites were distributed to the board members to review additional designs, fixtures, etc. prior to the next meeting.</p>	<p><i>Action Item: Board to host an ad hoc meeting on December 13 at 6:00 PM to review options for bathroom renovations and make design decisions.</i></p>
2018 Pool Management Contract	C. Price	<p>The board approved the 2018 Management contract during the previous meeting, however the board is requesting that the pool company lock us into the same rate for years 2 & 3.</p>	<p><i>Action Item: Management company to request the Pool management company to keep the same rate for years 2 & 3 (a 3% rate increase over the 2018 pricing).</i></p>
OLD BUSINESS			
Architectural Inspections	C. Price	<p>Discussion was held on next steps to be taken on violations that have not been corrected after 2nd violation notices were sent.</p>	<p>The board agreed that a third violation notice will be sent in early March when the weather is warmer and violations can be corrected.</p>

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HOMEOWNER’S FORUM			
Sidewalk Jacking		A resident of McLauren Lane requested updated information on the sidewalk jacking schedule as he is preparing to sell his home and needs to have his sidewalk repaired	<i>Action item: Management company to send the list of upcoming sidewalk jacking projects with the contact information of the company to the homeowner.</i>
Adjournment	C. Watkins		The meeting was adjourned at approximately 7:31 PM.

Respectfully Submitted,
Heather Siefers