

4.16.2015 – Graystone Board of Directors Meeting

In Attendance: Helen, Linda, Tony, Leone, Amy, Steve, Rick, Nicole and Matt (minutes)

7:13: The meeting was called officially to order. No homeowners were present at the meeting.

7:14: The February meeting minutes were reviewed. The following edits/changes were made based on Director feedback:

- Wording issues: First paragraph, amend to show that the young man on the property was asked to leave (drop section where he was told to “leave Graystone alone”)
- Misidentified homeowner: Marlene Miller needs to be changed to Audrey.
- Misdate: January minutes needs to be identified (in line at 8pm in minutes)
- Financials: Replaced wording to read “deposits should be **reviewed**” not renewed.
- Lockers and carports: this section needs to be amended to show that the review is not completed in terms of availability; homeowners should contact Rick directly.
- Audit: remove that Nicole needs to do further research; research is completed and Board Members are reviewing options.

Tony moved to approve the minutes with the above amendments. Leone seconded the motion. The motion was unanimously approved with no abstentions.

7:21: Executive Session. There are three rental requests to be reviewed at Executive Session. Helen Holfeltz (Unit K-85) was voted on as a new Board Member during session.

7:22: Financials. Steve and Rick then presented the financial statements for February; Financials are delayed because of April tax date. The 3rd page of the balance sheet shows cash accounts. Rick asked that the statements remove reserve savings date; that cash is not in a CD, it's in a regular bank account. Rick remarked that fines have been collected leading to a surplus on the Profit and Loss statement; we are doing well on self-policing. Some significant fines were levied against troublesome tenants and delinquencies. Leone asked as to whether there would be surplus cash due to less plowing and salt this winter; Rick and Steve replied that Graystone doesn't budget by line-item, it's a flat fee, so there would be no significant savings except for salt fee. Graystone is currently operating at 23K profit YTD.

7:35: Rick reviewed his general list of updates:

- We have a bid on the carport near smoking area; we will change to chain link from wood for lower maintenance. Issues with gutters are because of poor fit, so we would have to change out entirely to deal with the problem. \$3,393.60 is the quote for all three sides (76 linear feet of chain link and then slats). This includes removal of old material. Tony remarked that it would save on maintenance long-term and keeps the neighborhood uniform. Steve replied that we are under-budget on Carport and Building repair so there is some funding available. Amy and Nicole agreed that the carport repairs should be completed under reserve expenditure.
- Rick remarked on the changing demographics of Graystone. He is getting quotes on some other siding from the brown to move to a hardi-board or something more modern. There are also some south-side areas that are rotting that will need replacement anyway. Steve received a soft quote of \$3,800 per building for prep, paint and minor repairs. Most could be repaired, but we haven't gotten a price on hardi-board. It's expensive, but maintenance- free material.

- We do have bids for the carports for painting. Carport long-side needs repairs. Amy asked for an estimate of the number of carports needing repair and paint; Rick replied that there are 6 total on one side, which is really 3 total buildings. Buildings U and R are high priority.
- The pool cabana needs repainting. Rick is also working on getting a price to seal pool paver surround.

7:49: Declaration update. Everyone got the plat map with corrections. Graystone needs to get the plat map fixed. One problem is the documentation of the monuments – the city needs us to open them up and take pictures of whatever is on top of monuments which are buried. They are marked and surveyors wrote what was on them, but the city wants a picture. The company we worked with prior wants a new contract because old contract is closed out. The rest of the plat is just small fixes they need (titles, etc.). Once we get plat fixed, we have to re-apply with the city.

Action Item: Rick to call contractor to determine if we can enter a new contract and possibly negotiate costs.

8:01: Audit. All Board Members got a copy of the four companies for bids. Nicole remarked that some of the companies will give limited information, but in most cases they want more information for quote generation. The issue of a full audit versus verification audit was raised. The BOD has monthly budgets reviewed. Books that have been kept are relatively straightforward. Significant areas to review might be insurance, water and sewer and maintenance. Nicole remarked on the issue of people coming to the annual meeting and being angry that we haven't had a full audit. Helen asked whether the Board can give homeowners the verification audit results. Rick replied that the BOD needs to take it into consideration costs and issue of being challenged. Regardless of which type, the BOD needs to determine a schedule of audits moving forward. Need a verification audit periodically

Leone moved that the BOD set a schedule for verification audits to be completed every three years, beginning with the 2014-2015 fiscal year. Nicole amended the period to every five years. Linda seconded the amended motion. The motion was unanimously approved with no abstentions.

Action Item: Rick to find out if Jones and Bruce do it as well as costs for review next month.

8:30: Budget. Rick presented the worksheet they are working with as he, Steve and Amy are using to go through and figure out budget for next year. Some lines will change, most are basic. Where do we start? Amy remarked that the BOD cross off the line items that aren't changed. The BOD reviewed expenses and made changes. Budget changes will be finalized at the next HOA meeting.

8:33: Major projects discussion is delayed until the next meeting.

Action Item: Matt to generate "wish list" for next month's meeting based on prior meeting minutes.

8:36: Round Table. Rick commented that a car stolen from property (Building T, Josiah). The car was stolen when the homeowners were out of town. The car was eventually found by the Fair Park. No other BOD members had any comments.

The meeting was adjourned at 8:45pm.

The Next HOA Meeting will be held on Thursday, May 21st at 7pm.