I. Meeting called to order at 7:06 P.M.

Note: Judy Glazewski, the association president, opened the meeting with an announcement that this is a “special meeting” to cover special items before the Annual Meeting and it will follow a different agenda than the normal board meetings.

Judy asked for a motion to have the Owners’ Forum after the general meeting – if time allows. That is because the meeting room is only available until 08:30 PM.

Jerry made a motion to have the Owners’ Forum after the special meeting. Debbie seconded the motion with the stipulation that time allows. The motion passed unanimously.

II. Roll Call:
President: Judy Glazewski
Vice President: James Hansen
Treasurer: Beth Murphy
Secretary: Jerry Spehar
Director: Debbie Gardner
EPI Management: Scott Adler

Unit Owners Present:

III. Guests – No guests scheduled

IV. Approval of the minutes
1. There are no minutes to approve.

VI. Beth Murphy Stated The Reasons For The “Special Meeting”:
1. Beth referenced a letter from Scott Adler, EPI Manager, stating that the roofing project does not need owner approval. But, any “improvements” in excess of $10,000.00 must have 66% unit owner approval. Beth stated there is a list of the improvements, from the association lawyer, of the items that need home owner approval.
2. Beth asked Scott about the process necessary to get the home owners’ 66% vote done.
3. Scott’s response was that the vote for the roofing project would be included on the ballot and would take place during the Annual Meeting.
4. Scott also stated that mail-in votes are not allowed.
5. Beth stated she has drafted a letter that afternoon, to the home owners, explaining that the rational regarding the roofing project, but that Capital Improvements, over $10,000 need home owner approval. The letter to owners will include the list of Capital Improvements that require owner approval. The letter explains the rationale regarding the Capital Improvements.
6. Discussion followed detailing the pros and cons regarding the Capital Improvements.
7. Beth asked for the board’s vote for each of the improvements so she could include the votes in the document to owners. There was unanimous board support for the roof deck ice/water shield installation and the upgrade from 3-tab to architectural shingles. 4 of the 5 board members supported replacing the aluminum siding with vinyl siding since the siding has to be removed to
properly install the ice/water shield up the sided walls that abut the roof. There was mixed board opinion on the siding of the soffit/fascia boards due to the uncertainty about whether or not an increase in assessments would be needed in order to fund this improvement.

8. Additional work would be needed before the letter could go out to owners, including adding in the one roofer’s bid information to give owners a sense of the financial impact of the improvements. Since the bid price for installing oversized gutters came in under $10,000, owner approval for installing oversized gutters would not be required and would not be included in the document.

9. In order to avoid trying to get it done via email, Beth motioned for board approval for her to finalize the mailing to the owners regarding the roofing project and consult with Judy Glazewski, as needed. The board unanimously approved Beth’s motion.

VI. Scott Palm Review of the Association Declaration
1. Scott summarized the review process. The review cost is $495.00
2. Judy made a motion to approve the review. Jim seconded the motion. The motion was approved unanimously.

VII. Financial
1. Beth asked for a motion to pay tree removal bills of $3,100.00.
2. Jerry made a motion to pay the bills. Judy seconded the motion. The motion was approved unambitiously

VIII. Homeowners’ Forum – (Comments limited to 3 minutes each and 15 minutes total)
• Roberta Concannon asked if any of these above mentioned items were included in the original $195.00 assessment. The assessment was for the roof assessment only. She also asked about the vertical water shield. This item was covered in previous discussion.
• A home owner asked about vinyl siding. This is an item to be voted on by the home owners.
• A home owner asked if the roofing project was “on-track”. There is only one bid. There is a question on material cost and is there enough collected and in reserves.