

Balterra Condominiums Association
Board of Directors Meeting Minutes
May 16, 2019 at Clubhouse
5:30 p.m. Executive Session (Board Only)
6:00 p.m. Regular Board Meeting

Call to order:

- Executive meeting called to order at 5:30 p.m. by Bradley Hanson. Quorum of the Board of Directors established.

Board members present: Bradley Hanson, Tony Johnson and Steve O'Hair

CPMG Staff: Debra Vickrey, CAM, AMS, PCAM - Association Manager

Topics:

- Legal matters – Collections

Adjournment: 5:58 p.m.

Call to order:

- Meeting called to order at 6:00 p.m. by Bradley Hanson. Quorum established as above.

Meeting Minutes: March 21, 2019

- **Motion** to approve the meeting minutes was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.

President's Report: None

Association Managers' Report: Debra Vickrey

- Debra gave an update on daily operations.

Discussion Items:

- Debra gave a brief update on the roofing and painting project.
- The Board discussed establishing rules for standardization of storm door types and color. They will make selections then formalize the guideline.
- Debra disclosed the new CPMG buyer/seller fees list for real estate transactions.
- **Motion** to adopt the May 9, 2019 reserve study was made by Steve O'Hair, seconded by Tony Johnson and passed unanimously.

Contracts:

- **Motion** to ratify the Board's approval of the revised Zenith Painting contract in the amount of \$198,495.00 was made by Bradley Hanson, seconded by Steve O'Hair and passed unanimously.
- **Motion** to approve the Zenith Painting proposal in the amount of \$1,975.00 to power wash all of the breezeways and stairs was made by Bradley Hanson, seconded by Steve O'Hair and passed unanimously.

- **Motion** to approve the Five Star janitorial contract in the amount of \$300.00 per week Memorial Day to Labor Day, and \$270.00 per month for the remaining months was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.

Financials/Legal:

- **Motion** to approve the March & April 2019 financials prepared by CPMG, subject to audit, was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.
- **Motion** to approve sending the following accounts to Moeller Graf for collections was made by Bradley Hanson, seconded by Steve O'Hair and passed unanimously;
 - 2682 #301
 - 19303 #308
 - 2675 #304

Architectural Requests:

- **Motion** to postpone the request from 19303 E College #105 for a patio and entry storm door until the Board adopts a standard for type and color of doors was made by Bradley Hanson, seconded by Steve O'Hair and passed unanimously.

Correspondences: None

Hearings:

- **Motion** to assess the fines for the following violations was made by Bradley Janson, seconded by Tony Johnson and passed unanimously;
 - 19303 # 308 – 2nd violation for holiday lights
 - 2705 #104 – 2nd violation for open flame BBQ

Homeowner Forum – 4 attendees

- A homeowner expressed concerns that an excessive amount of ice melt was used causing the breezeways to be oily and dirty.

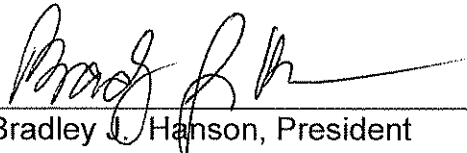
Adjournment: 7:15 p.m.

Next meeting: July 18, 2019 at 6:00 PM

Board actions between meetings:

- The Board unanimously approved the WDR Construction proposal in the amount of \$2,800.69 to repair water penetration at unit 19303 #105.

Minutes approved:


Bradley J. Hanson, President

7-18-19
Date