

## **Cambridge Courts Condominium Board of Directors Meeting May 23, 2007**

### **I. Call to Order**

Meeting was called to order at 6:30 pm

### **II. Quorum Count**

Board Members present: Rosemary Gorski, President; Lorraine Bailey, Vice President; Cara Carter, Treasurer; DeAnna Renko, Member-at-large and Jeff Bridges, Property Manager.

### **III. Owners Forum**

Demetria Katson 2609 #201

Ms. Katson requested status of previously discussed repair to her unit's "thermal envelope". She was informed that the Board approved payment to her at the April meeting and planned to approve the Release and Settlement Agreement letter that legal counsel drafted later in the meeting. Ms. Katson asked about seeking compensation for drywall and ceiling repairs and was advised to submit a second request for such compensation.

Albertina Ponce and James Brett 2509 #301

Mr. Brett asked if hoses would be supplied to water plants. At a previous meeting the Board decided to limit use of hoses by residents due to high water usage and to have porter or lawn maintenance company provide watering service. It was recommended that residents use water can and fill up at outdoor faucet. Mr. Brett also mentioned courtyard lights were staying on. The Board and Management are aware of the issue and stated that two photocells were replaced the previous week in the 2500 and 2600 courtyards.

Mike and Ingrid Herbert 2703 #101

The Herbert's are new residents to Cambridge Courts. Mr. Herbert ask if residents are allowed to hang flower baskets in front of windows. Unfortunately to keep a uniform appearance hanging items from the windows is not allowed. It was noted that they can put plants near the front entry way or in the center medallions in the courtyard. Mr. Herbert ask who took care of trees. It was stated that the Landscape Committee recently worked on a landscape plan and is currently locating a new firm to take care of the trees on the property.

Marlene Drohan, 2813 #101

Ms. Drohan reported that the 2807 door was broken. Jeff stated that a part was ordered and the door will be repaired. On behalf of a neighbor she stated that someone planted tomato plants very close to the existing rose bushes and that her neighbor was afraid the rose bushes will suffer. It was mentioned that residents plant items at their own risk and that the Board could do nothing to assist in such a matter. She also mentioned there is a Mazda with no license plate in the parking lot. The owner of the car contacted ProCAM and was instructed to place a sign in window so the vehicle will not be towed.

Ken Keyak, 2611 #202

Suggested the island in the front parking lot be removed. The parking lot is scheduled to be re-stripped soon. Jeff will ask Dominion if it can be removed. Mr. Keyak also suggested that we install a walkway so residents may access the 2600 courtyard.

#### General Comments

Several in attendance mentioned the Blade Runner application of pesticide and/or fertilizer a couple of weeks ago. It was suggested that information from Blade Runner about products used be posted on the website and also sent to Yahoo group. Also discussed at length was the positioning of the signs stating when application is to occur. Blade Runner is to post signs at both entrances to the property (off the service road and off Fillmore). Jeff noted that Blade Runner posted at the Rt. 50 and Fillmore corner and not at entrance to the back parking lot, he will contact them and verify sign placement.

Several people mentioned Strategic Windows and that residents are very satisfied with work and cost of window replacement. It was noted that the Board would approve Strategic Windows be listed in the Resident Handbook as well as posted as an approved vendor list on the website.

#### **IV. Minutes from the Previous Meeting**

Motion was made (DeAnna Renko) and seconded (Lorraine Bailey) to approve the minutes of the April 2007 meeting. PASSED.

#### **V. Reports from Officers**

No reports.

#### **VI. Financial Report**

The Board discussed investments that are maturing and the need to have funds available to cover upcoming projects, approximately \$65,000. Jeff informed the Board that we have paid taxes on the estimated amount from the County. Rosemary Gorski asked about credit showing up on legal counsel entry in budget and Jeff Bridges said that was due to individuals paying assessment and fees. Jeff Bridges confirmed that statements are sent to delinquent accounts and that at this time there is no need to send any delinquent accounts to collections.

#### **VI. Management Report**

The Board previously discussed and agreed to accept the AMS proposal to repair and paint the hallways as well as a variety of other areas around the community such as outside handrails. The contract is in the amount of \$36,370. Motion was made (Lorraine Bailey) to accept proposal previously discussed and reviewed. Motion was seconded (Cara Carter). Passed.

There was discussion regarding listing Strategic Windows as an approved window replacement company. There was also discussion to delete Sunlight Windows from the Resident Handbook and Vendor List. Motion was made

(Lorraine Bailey) to list Strategic Windows and delete Sunlight Windows from the handbook, vendor list and website. Motion seconded (DeAnna Renko). Passed.

Drywall/HVAC damage at 2609 #201. The issue was discussed and statements made that roof and other areas have been inspected to locate problem and that repairs have been made to resolve the issue previously. It was also stated that Association has paid for repair of drywall and other associated repairs to unit. At the previous meeting the Board approved payment to unit owner to contract with vendor to make repairs.

The Board reviewed and a motion was made (Rosemary Gorski) to approve the Settlement and Release Agreement as prepared by Legal Counsel. The motion was seconded (Cara Carter). In favor of the motion: Cara Carter, DeAnna Renko and Rosemary Gorski. Oppose: Lorraine Bailey.

In regards to Ms. Katson seeking funds to repair damage to unit the Board was presented several options by Management. Options included requesting bid for repairs, give her an allowance toward repairs or give nothing towards cost of repairs.

Motion was made (Rosemary Gorski) to approve a payment in the amount of \$400 to Ms. Katson to cover drywall and other repairs related to above issue. Legal Counsel to prepare an addendum to the Settlement and Release Agreement. Motion seconded (Cara Carter). Approved by Cara Carter, DeAnna Renko and Rosemary Gorski. Oppose Lorraine Bailey.

There was a brief discussion about upcoming repairs to drywall in other units related to the recent repair of mortar at several buildings.

Discussion about Blade Runners recent application of pesticide and the location of signs noting application to occur. Blade Runners is to post two signs at the driveway entrances to the property. There was one sign posted at Fillmore and Rt. 50. Jeff Bridges will contact Blade Runners and notify them they need to post at Fillmore driveway. There was a discussion as to what improvements can be made to inform residents of treatments. There was agreement that posting two signs and email to Jeff from Blade Runners with application dates is sufficient. By getting dates from Blade Runners we can post on website and Yahoo group.

Discussion about shrubs and bushes that are in need of trimming. Per request from the Landscape Committee Blade Runners was instructed to no longer prune shrubs and/or bushes. The Landscape Committee is in the process of locating firm to handle shrub pruning. The Board agreed to contact the Landscape Committee and seek their approval to have Blade Runners trim since shrubs are now overgrown and need immediate attention. DeAnna Renko to send email to Landscape Committee. If response is not received by next Wednesday Board members present agreed to have Blade Runners perform needed service.

ProCAM has not received feedback from Chandler Plumbing regarding dates plumbing inspections will be performed. The Board agreed to cancel contract on Wednesday, May 30 and accept Triple State bid if no information is received by Chandler Plumbing.

Discussion about carwash. It was agreed that car wash should remain off at this time. The reason car wash was made unavailable to residents is to test if use of car wash substantially increases water usage.

Jeff Bridges to get notice posted that Chandler will be on the property to clean out the common area condensate lines. The vendor noted that the way in which pipes to be cleaned will not affect units.

Lorraine Bailey mentioned that there is a type of additional insurance you can add to homeowners insurance that will cover assessment fees. She stated that the additional coverage is approximately \$10 per year. Unit owner's insurance agents may contact Jeff Miller of Clarke and Sampson at 703-683-6601 with any questions related to what Association policy covers and does not cover. The Board and Management often remind owners to check with their insurance agent and be sure that they have adequate coverage

#### **VII. Business Items**

Rosemary Gorski will post information about pesticides on Yahoo group and website.

#### **VIII. Adjournment**

The meeting was adjourned at 8:20pm