

Town Home at Ludlow Bay Board Meeting

September 4, 2013

The meeting was called to order at 935AM by President Al Wagner. Present were Al, Linda Brown and Lewis Hale.

1. To date many owners have not yet submitted the required evidence of insurance. Lewis will email and advise that if a certificate or other evidence of insurance is not submitted by 10/1 they will be fined \$25 per month until provided.
2. There was a discussion of board candidates for 2013/2014 fiscal year starting next July 1. Both Al and Lewis are uncertain if they will continue. If Al does step down it will be necessary to find another full time owner because of the need to coordinate maintenance.
3. Not all owners have agreed to accept annual meeting notice by email. Lewis will follow up with those who have not yet confirmed.
4. Our state license has been renewed but the Tax Return due 9/15 needs to be prepared and submitted. Linda Brown will handle. Linda will also prepare 1099's for contractors as required.
5. The new website is up and running. The consultant has been posting minutes and financials. It was discussed if board members should acquire the software and learn to post our own items. For now we will monitor costs for the consultant to do this and reevaluate.
6. Rather than post monthly, financials will be posted quarterly and emailed to owners at the same time.
7. The fences, which were power washed earlier in the summer, have been sprayed with a bleach and water solution and are ready to be preserved. Different product options were discussed. Al will do some testing and decide.
8. Town home shingles: It was noted that most owners have taken action to clean and preserve, and in some cases replace, their faux shingles. However, there are a few town homes where the faux shingles are badly mold stained and/or deteriorating. The board hopes that these owners will address their shingles before the weather turns. Ultimately the board may request a determination from the master association on the appearance of these town homes.
9. There are also some decks that need attention. This is important for owners since there are many decks that have not been maintained that have experienced dry rot problems in decking. Enforcement options were discussed and ultimately if owners fail to maintain according to association standards then the association will contract for cleaning and bill the owner.
10. The parking in front of Building 300 was discussed. The board unanimously agreed to restripe the parking from 4 spaces back to 5 at the time the road and parking area is resealed by the master association.

Meeting adjourned at 1045

Lewis Hale, Secretary