

Windgate Village

CONDOMINIUM ASSOCIATION BOARD MEETING
DECEMBER 4, 2019 | 6:30 PM | BOARD MEMBER'S HOME

REGULAR MINUTES

1. **Call to order:** Called to order at 6:58 PM by Karilyn Lacher.
2. **Quorum:** Members in attendance are Cheryl Cochran, Teresa Eigel, Christina Povenmire and Karilyn Lacher. Nataleigh Dillon represented CPS.
3. **Committee Updates (if applicable):**
 - a. Parking Committee - none
 - b. Landscaping Committee -none
 - c. New Owner Boiler Instruction Class Committee - none
4. **Minutes:** Motion to approve minutes from October 9, 2019 Regular meeting made by Karilyn. Cheryl seconded. Motion carried.
5. **Manager's Report**
 - a. One gutter cleaning performed – second and final this week.
 - b. Street drain jet flushed at Kings court to prevent backups; hydrants winterized
 - c. Garage & porch gutters cleaned out by onsite CPS staff
 - d. 1831 Fire Insurance claim and restoration files closed- 100% complete, all certificates received
6. **Old Business**
 - a. EMA: 1789 Kings Ct, Unit F- Motion to approve with conditions such as the area must be enclosed by some type of paver so the pebble type rocks are not up against the sidewalk, steps, concrete or divider fence that are at least 12 inches wide, the pavers must be level with the sidewalk to eliminate trip hazards this is all to prevent the pebbles from coming out onto the sidewalk and grass as much as possible. If they become a hazard or nuisance going onto sidewalk and grass owner may be required to remove pebble style rocks made by Karilyn. 1 vote to decline, formal vote taken, 3 votes to approve and 1 to decline. Motion carries.
 - b. EMA: 1776 Kings Ct, Unit F- Motion to decline application as is- alterations to application will be sent to owner made by Teresa. Karilyn seconded. Motion carried.
 - c. Motion to approve guidelines for patio & decks handbook update made by Teresa. Cheryl seconded. Motion carried. (mail updates once completed)
 - d. Motion to approve Grill handbook update made by Teresa. Cheryl seconded. Motion carried. (mail updates once completed)
 - i. Handbook update should be done (10 feet is the fire code)

- ii. Grill waiver- CPS to draft and send via email for a vote.
- e. Amendment Update-waiting on response from attorney
- f. Owner communication improvement plan:
 - i. Winter Newsletter if desired. Table until after the annual meeting.
 - ii. Continue emailing the approved minutes after each meeting.
- g. Gable Vent replacements (\$2800) in Spring 2020.

7. New Business

- a. Annual Meeting preparation
 - i. Items to remember for power point: Iron Fireman comparison-parts of boiler that owners are responsible for, Attorney costs imposed by owners, How the Board operates, CPS role, attorney role-collections, communication improvement plan, committees- ask for volunteers (parking, landscape, grill/safety/deck) Top Q&A from the surveys collected back. Change "President's report" to "Board report".
- b. CDARS or ICS money market discussion (accounts over 250K)- The Board will send over questions for Alliance rep.
- c. Kings Ct. Alley "service road" towing/parking discussion on trash day- (sign states: No parking in this space Thursday 8 AM- 4PM) No changes right now.

8. Annual Calendar

- a. Next Meeting: Annual meeting to be January 29 or 30th. Reserve Church.

9. Adjourn: Motion to adjourn made by Karilyn at 8:34 PM. Cheryl seconded. Motion carried.