

MINUTES

MEETING: NSHOA Board of Directors (open to attendance by any owner)

DATE: Wednesday, December 6th, 2006, 7:00 P.M.

LOCATION: Johnson residence, 3313 Sentinel Dr.

ATTENDANCE & REVIEW OF MINUTES:

- Attendees: Jennifer Abshire, Kristian Benson, Barb Ditmars, Joanne George, Cindy Johnson, Ted Kennedy, Steve Muller, and Paul Throckmorton.
- Due to scheduling difficulties and the lack of critical business, no Board of Directors meeting was held in November. The minutes of the November Annual Meeting of the Homeowners were approved as-published.

HOT TUB REPORT:

- Cindy reported on the December 1st discovery of 2 plumbing emergencies at the common-area building.
- On that morning, a neighbor walking his dog heard or saw that there was a problem in the men's restroom and immediately reported it to Cindy. In the men's restroom, broken pipes were furiously spraying water. Certain pipes had frozen because the heat had been turned off at the thermostat. Cindy contacted Rich Lathrop due to his history of HOA involvement, and he valiantly battled spraying water with an umbrella, and shut-off the valves feeding the broken pipes. Cindy arranged to have a plumber visit that morning to fix the pipes (~\$330) and arranged to have a business look at the water damage so that they could generate a quote for repair. Some drywall and flooring may have to be replaced. The quote has not yet been received.
- Jennifer will speak with another business regarding drywall and flooring repair.
- The problem with the leaking pipes also led to the discovery that the building's hot water heater, located in the utility room, was exceptionally-heavily corroded in several dangerous areas. The hot water heater began to leak with a constant stream, probably aggravated by some small pipe motion during the leaking-pipe repair. We shut-off the water heater's water supply and arranged to have a new water heater installed. It was replaced, along with a rusted-through drain pipe discovered in the men's restroom, 4 days later (\$887.50 total).
- The Board was kept informed by e-mail throughout the repair process and was asked for feedback to ensure agreement on approaches.
- Due to the more-immediate plumbing emergencies, we tabled discussion of repairing the hot tub deck.
- Cindy volunteered to be the hot tub chair again for 2007, then left the meeting at this point because she has been ill recently and needed to rest.
- Paul will get thermostat covers for the common-area building and install them. He'll also contact the HOA's insurance company to get that process started.

BOOKKEEPER'S REPORT:

- Barb distributed her monthly financial report at the meeting, and we reviewed it. The expenses seemed typical. The water costs took their usual steep annual dive, in November.
- Due to the 2 plumbing emergencies, our checking account balance will quickly drop below zero if we don't deposit more money. Homeowners' dues invoices are typically sent at the beginning of January and bring \$10,000 to \$11,000, but our checking account would be in-the-red before then. A motion was made that we have Barb and Paul cash the HOA's one (~\$25,000) CD, deposit the funds into the HOA's checking account, and leave it there for the 2007 Board to decide what to do with it, such as deposit it into multiple CD's with various maturity dates. This motion was passed (3 in-favor; 0 against) (by the 2006 Board members). Barb and Paul will do this tomorrow, Dec. 7th, at noon. (Post-meeting note: On Dec. 7th, Paul and Barb learned that the early withdrawal penalty would be \$100 if they transferred \$5,000 from the CD, and \$500 if we cashed-out the entire amount. So, they decided to avoid immediately incurring the additional \$400 penalty by withdrawing just \$5,000, and letting the 2007 Board decide whether to take further action.)
- Barb will take care of sending the homeowners' dues invoices at the beginning of January. She was finished with her reporting at this point, so she left the meeting.

LANDSCAPE REPORT:

- Not much to report. Because he won't be president in 2007, Steve expects to volunteer to investigate the extremely high summer water usage, and volunteered to be the landscape chair.

MINUTES

ACC (Architectural Control Committee) REPORT:

- Nothing to report.

ELECTION OF 2007 BOARD OF DIRECTORS OFFICERS:

- Jennifer volunteered to be the HOA's Treasurer and was unanimously elected by the 2007 directors.
- Kristian volunteered to be the HOA's President and was unanimously elected by the 2007 directors.
- Ted volunteered to be the HOA's Vice President and was unanimously elected by the 2007 directors.
- There was no volunteer to be the HOA's Secretary.
- NEIGHBORS, PLEASE GIVE A GREAT BIG "THANK YOU" TO THESE NEW VOLUNTEERS.

OPTIONS FOR HIRING OUT BOOKKEEPING:

- Steve has been looking into costs to have a business act as the HOA's bookkeeper, and the businesses that did respond quoted high prices. We discussed offering \$100/month for an in-neighborhood bookkeeper, and first offering this possibility to Barb Ditmars; a motion was made to do this, which passed (3 in-favor; 0 against). Ted will approach Barb about this. (Post-meeting note: Ted spoke with Barb about staying on as bookkeeper for the HOA and after giving it some thought she has agreed.)

NEW BUSINESS:

- A neighbor recently pointed-out that there was a lot of ice on the mail kiosk concrete (probably due to clogged rain gutters). Ted volunteered to clean those rain gutters. (Post-meeting note: Ted took care of it.)
- We should consider putting a trash can full of "ice melt" or salt inside the mail kiosk.

ADJOURNMENT: The meeting adjourned at 8:15pm. The next meeting of the NSHOA Board of Directors will be held at 7:00pm on the second Wednesday of next month, January 10th, 2007, at the Johnson residence, 3313 Sentinel.

-- Paul Throckmorton (2006 NSHOA Secretary)