

**1201 Balsam Owners Association**  
Board of Directors Meeting  
Wednesday April 6, 2022

**MINUTES**

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Board members present: Bill Goodrich, Max Hollingsworth and Jeff Gobble. A quorum is present. Helen Cartwright attended from Creekside Community Association Management.

The meeting was held over Zoom and was called to order at 6:04 pm.

**Approval of Minutes:** Max moved to approve the minutes of the November 22, 2021 meeting. Matthew seconded the motion, which passed unanimously.

**New Board Member:** Bill moved to appoint Jeff Gobble to the remainder of Matthew Kaliara's term on the board (through 2022 annual meeting). Max seconded the motion, which passed unanimously.

**Manager's Report:** Problems with the washer not starting happen occasionally and it is not clear what causes this. The board decided not to take any action at this time. We may consider removing the coin op system although it does bring in around \$500 / year income to the HOA to cover repairs / eventual replacement.

**Financial Statements:** At the end of March 2022 there is \$1818.65 in the checking account and \$57,148.23 in the reserve savings account. Snow removal is over budget, but overall the budget performance looks good.

Jeff moved to approve the March 2022 financial statements. Bill seconded the motion, which passed unanimously.

**Old Business:**

**Radon testing follow-up:** Bill moved to approve Eco-Handyman's proposal to install new adjustable fans to increase the suction seasonally to get levels down in unit #102. We will provide a portable radon tester to the tenant in unit 102.

**Facing on fire pit:** Action still needed on this project.

**Replacing BBQ grill:** The board will review options for replacing the grill and make a decision in the next week.

**Broadband wires in landscaping:** These pipes should be removed, and a replacement shrub planted. Helen will follow up with the contractor.

**New Business:**

**Masonry repair:** The repair of the brick planter at the entry way should be completed tomorrow.

**Gutter Cleaning:** The building is on the contractor's list to get scheduled.

**Fire Extinguishers:** The hallway fire extinguishers have had their annual inspections. The board considered providing fire extinguishers to each cond. Max will look into making this purchase.

**Hallway Painting:** Bill moved to approve the bid from Laura Klein Painting to paint the hallways. Jeff seconded the motion, which passed unanimously.

**Exterior Painting:** Bill moved to approve the bid from Green Sage Painting to paint the exterior metal trim. Jeff seconded the motion, which passed unanimously.

**Entry System Replacement:** Helen is getting updated bids and the board will make a decision over email.

**Boiler Thermostat:** Bill moved to approve the proposal from Timberline Mechanical to replace the boiler thermostat. Max seconded the motion, which passed unanimously.

**Insurance request:** The insurance from unit #303 will not cover damage to unit #203 from a water leak. The owner of #203 has requested that the HOA make a claim for the outstanding amount that will not be covered by her policy. Helen will get more information on why the homeowner policy will not cover this loss.

**Homeowner Concerns:** There are no additional items to those in the manager report.

**Next Meeting Date:**

The next meeting will be at 6:00 pm on Wednesday July 13, 2022

The meeting was adjourned at 7:18 pm.