

1201 Balsam Owners Association
Board of Directors Meeting
Monday June 1, 2020

MINUTES

Board members present: Bill Goodrich, Matthew Kaliara and Max Hollingsworth. A quorum is present.

Helen Cartwright attended from Creekside Community Association Management.

The meeting was held over Zoom due to COVID-19 restrictions and was called to order at 6:09 pm.

Approval of Minutes:

Bill moved to approve the minutes of the September 23, 2019 meeting. Matthew seconded the motion, which passed unanimously.

Manager's Report:

Bill will add the key to the entry system box to the laundry keys hanging in the maintenance closet.

Financial Statements:

At the end of May 2020 we have \$1990.15 in checking and \$75,896.09 in savings. Income and expenses are in line with the 2020 budget. One owner is three months behind on paying their dues.

Bill moved to approve the May 2020 financial statements. Matthew seconded the motion, which passed unanimously.

Old Business:

Patio furniture / fire pit: We still need to get stone work installed around the fire pit. The board will work on finding a contractor to do this. Helen will get the concrete replacement bid from FRAM adjusted to include the area where the fire pit is.

The board approved purchasing a regular height café table with three chairs to match the other new patio furniture.

Unit 104 Floor: Steels Hardwood Floor need to recheck the moisture levels in the floor so we can proceed with re-finishing.

Snow Removal Review: The snow removal was fine this season.

New Business:

Appointment of Officers: Bill moved to keep the officers the same. Max seconded the motion which passed unanimously. Bill is President, Max is Vice President and Matthew is Treasurer.

2020 Radon Testing: As it is 2 years since the radon mitigation system was installed, we should recheck the levels to make sure it continues to work well. Bill's digital radon sensor has shown safe levels in unit 101.

2020 Budget: Due to limited time, we will set a separate meeting to discuss the 2020 budget.

Window Cleaning: Bill suggested switching window cleaning companies. MG Property Services will keep the same price as our previous contractor. Helen will forward the bid to the board.

Other Business:

Some of the new shrubs are in poor condition. Helen will meet with Lorri from Bowman Landscaping to assess them.

Next Meeting Date:

The next meeting will be at 6:00 pm on Monday September 14, 2020. Location TBD.

The meeting was adjourned at 6:51 pm.