

1201 Balsam Owners Association
Board of Directors Meeting
Monday June 24

MINUTES

Board members present: Bill Goodrich and Matthew Kaliara
Helen Cartwright attended from Creekside Community Association Management.

The meeting was called to order at 6:17 pm. A quorum is present.

Approval of Minutes:

Bill moved to approve the minutes of the March 25, 2019 meeting. Katie seconded the motion, which passed unanimously.

Manager's Report:

Helen will arrange for the first floor doors to be adjusted for slamming, and offer this to the rest of the residences as well.

The front door latch gets caught on the coverplate, and may be able to be adjusted.

Helen will contact Anastasia about the hallway plants, and do some research on artificial plants.

The blocked drain showed evidence of coffee grounds being put down the sink. The new tenants in #302 have been given instructions on proper use of the garbage disposal. The drain contractor recommended jetting the drains if this issue continues, to remove build up. This will cost \$350 to do the four lower units.

Larry requested that the tree by his parking space is trimmed. Helen will ask Bowman if they can do this.

Financial Statements:

At the end of May 2019 we have \$1,990.15 in checking and \$75,896.09 in savings. We are meeting the budget for income, only one owner is a month behind on paying dues. Insurance is running over budget, grounds and repairs are under budget, and snow removal has already exceeded the annual budget amount.

Bill moved to approve the May 2019 financial statements. Matthew seconded the motion, which passed unanimously.

Old Business:

Maintenance Projects:

We are getting bids to touch up the hallway paint from Mark Flett and Laura Klein. Mark needs to check on the bubbles on the garage trim. At some point we will need to paint the metal trim above the windows.

The carpet cleaning is scheduled for this Thursday

The gutter cleaning will be done in the next couple of weeks.
Helen will schedule the window cleaning.

New Business:

Grounds Maintenance: We have added monthly weeding to the contract for this year. Bowman will be replacing the shrubs by the bench that were mistakenly removed, and planting buckthorns in place of the junipers. We will also ask them to replace a shrub and a couple of grasses that died along the back walk. By the front entryway they will install a flagstone slab and some ground cover between the entry walk and the lawn.

Patio Improvements: We are getting a bid from Bowman to install a row of junipers to block the road noise from the patio. The Gas Connection are going to give an estimate to extend the gas line for a outside fire pit. When the concrete is eventually replaced, we will consider extending the patio area into the gravel area.

Boiler Service Plan: The board requested that the plan is rebid without including the evaporative cooler, as there is no plan to put this back in service.

Next Meeting Date:

The next board meeting will be at 6:30 pm on Monday September 23, 2019 at the 1201 Balsam patio. In the event of bad weather, the meeting will be at The Studio.

The meeting was adjourned at 7:21 pm.