

MINUTES OF THE MEETING
BOARD OF DIRECTORS
AUBURN LAKES CONDOMINIUM ASSOCIATION, INC.
MONDAY, MARCH 26, 2018
11:00 A. M.

Please visit our website at: www.auburnlakescircle.com

Good of the Association: No comments.

Present: Bill Eftax, President, Barbara Shepler, Vice President, Pat Burns, Treasurer, Gerry Fortin, Secretary, Tom Madigan and Howard Taylor, Directors, Jim Kraut for Management and owners in the audience. Absent: Rachel St. Pierre, Director.

The meeting was called to order by the President, Bill Eftax, at 11:02 A. M. at the offices of Keys-Caldwell, Inc., a quorum being present with Notice and Agenda posted at least 48 hours in advance. All motions made at this meeting were unanimously approved by all Directors present voting in favor of the motion, unless otherwise noted.

Reading/Approval of Previous Minutes: MOTION was made by Howard Taylor and seconded by Tom Madigan to approve the minutes of the Board meeting of February 12, 2018, as presented.

MOTION PASSED.

Resignations and Appointments: None.

Communications and Announcements: None.

Reports of Officers or Committees.

- a. President: Deferred.
- b. Treasurer: Pat Burns reported that 1). The Association is slightly under budget overall. 2). Currently there is more than the FDIC protected amount of money at Premier Community Bank. These excess funds be invested in CD's and CDARs to protect them.
 1. Collections: Unit # 1201 owes for maintenance repairs. Unit # 401 has not paid the delinquent fees and will be discussed further under New Business.
- c. Beautification: Howard Taylor reported that 1). He needs to purchase some touch-up paint for minor repairs. 2). The Community is experiencing reduced electrical costs because of the recent installation of LED lights. He suggested that the remaining CFL bulbs on the second floor landings and the carports be replaced with LEDs as soon as possible.

MOTION was made by Bill Eftax and seconded by Tom Madigan to have Howard Taylor and the maintenance man spend up to \$2,000, to install LED lightbulbs on the second floor landings and carports.

MOTION PASSED.

- d. Social: Nancy Eels reported that the clubhouse has been reserved for two private functions: one in April and one in July.
- e. Web-site: Up to date.
- f. Compliance: No report.

UNFINISHED BUSINESS.

- a. Replace Gates at Trash Areas: Management is still calling fence companies.

- b. Pool Equipment and Clubhouse HVAC Maintenance Contract: Deferred.
- c. Pool Gate Status: Management is still calling fencing companies. Locks are needed on the pool gate, the pool equipment gate and the VacPac. The tubing lines need to be zip tied together.
- d. Irrigation Control Box Replacement: complete.
- e. Roof Replacement: Because only two bids have been received, and they are not apples-to-apples, this project will be scheduled for 2019, so the Committee has the opportunity to do more research and for the Association to add to the Roof reserve.

NEW BUSINESS.

- a. Power Wash Complex Strategy: Gerry Fortin reported that 1). He has loaded a mold map on the website for owner's reference. 2). Reported that many of the mold areas are created by irrigation heads spraying in the wrong direction and areas that do not get sufficient sunlight to dry the sidewalks. 3). Mr. Fortin identified the four worst mold areas:
 - 1. Address areas at the West entrance, (2400), where there is too much shade for grass to grow. Perhaps ground covers and mulch should be used in these areas.
 - 2. Address the area in front of the 200 Building where old bushes should be removed and sprinkler heads should be repositioned.
 - 3. The walkway between Buildings 1800-2000, is always back. The area will be left alone or maybe the sidewalk should be removed.
 - 4. Irrigation under the stairs. Consider having the irrigation heads there removed.

Gerry Fortin and Howard Taylor will work together with Hank from Beechtree to clean up the West entrance, remove the old bushes at Building 200, and cap off sprinkler heads under stairways where there are no plantings. Management was instructed to obtain at least three bids to power wash all sidewalks and parking areas, including a rebid from Dave. In the meantime, owners should be discouraged from acting independently and cleaning the areas in front of their units.

- b. Irrigation System Ratify Replacing Pump: MOTION was made by Bill Eftax and seconded by Gerry Fortin ratify the replacement of the irrigation pump at a cost of \$3,800.

MOTION PASSED.

- c. Dryer Vent Responsibility: The Board is waiting for the written legal opinion from the Association's attorney.
- d. Royal Pool Proposal: MOTION was made by Gerry Fortin and seconded by Bill Eftax to terminate the current maintenance contract with South West Pools effective April 30, 2018, and accept the proposal from Royal Pool, dated February 20, with Article # 9 included, for monthly maintenance of the swimming pool and spa, at a cost of \$395.00 per month, as presented and effective May 1, 2018.

MOTION PASSED.

- e. Unit # 401 - Ratify Settlement Stipulation: MOTION was made by Bill Eftax and seconded by Gerry Fortin to instruct the Associations attorney to proceed with a bi-weekly payment plan for the owners of Unit # 401, until all monies owed have been paid in full, with the understanding that if the owners default on the accepted plan, then foreclosure proceedings will immediately be reinstated.

MOTION PASSED.

- f. Handicapped Spots Painted: A proposal has been received to paint four handicapped spots and 27 white lines. No action will be taken until the power washing proposals have been received and one has been accepted.
- g. Delinquent Assessment Collection Policy: The proposed policy is currently under review by the Association's attorney.
- h. Soffit Repairs: Steve LaForge will repair any areas he can before another contractor is asked to provide a bid.

Sales and Rentals: None.

Owner's Comments: 1). There are two water meters that were switched so owners were paying for someone else's water usage. 2). There are reports of electrical meters being installed the same way.

MOTION was made by Howard Taylor and seconded by Barbara Shepler that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 12:03 P.M. The next Board meeting will be called by the President and will be held at the office of Keys-Caldwell, Inc.

Respectfully submitted,

James S. Kraut,
For the Secretary