

**Minutes – Avocet Board of Directors Meeting – May 18, 2010 [7PM – 9PM]**

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**1. Call To Order**

Attendees

Alyson Coffman  
Sri Sangodkar

Elizabeth Chua  
Rob Hiller (Homeowner)

Glenn Hofmann  
Laura Hiller (Homeowner)

Jeanne Aulbach

**2. Landscaping Plans – Subdivision Entry Homeowners**

- Homeowners expressed their concerns about landscaping plans.
- Board explained the landscape plan.
- Board to discuss about this further and get back to homeowners prior to any work proceeding.

**3. Area Reports**

- a. Financials/Legal – Alyson: Semi-annual interest paid on CDs this month – overall cash balance looks great. G&A expenses are over budget for the year (primarily due to legal), so need to monitor closely. Overall, lowest A/R past due balance and least number of outstanding balance cases of 2010.
  - i. Unplanned Cap Ex budget impact – Cap Ex budget negatively impacted by unplanned investments for tennis court panel replacement and pavilion pillars. However, we may come under on some of the other Cap Ex projects. A portion of Landscaping may have to be put on hold to ensure we stay in budget – will wait until other projects are done to make a decision.
  - ii. Delinquency Account Status – Alyson got update from Ashley about top delinquent account. The publication has finished running and legal is ready to move forward on default judgment. Need to find out how much it would cost to get the default judgment. Alyson to check with legal and get back to BOD.
  - iii. Delinquency Account transfer from WNCW to Ashley – Glenn: WNCW is still lawyer on record for this account. BOD decided to transfer the account to Ashley as homeowner is not following consent order, so need legal to get involved. John to let WNCW know about transfer and Glenn will have Ashley send an official letter to homeowner. John to file a code violation on trash in the backyard for this homeowner.
  - iv. Delinquent account just below collection threshold – Account is making payments but not reducing past due balance. Alyson to work with Ashley to change wording on the next notice.
- b. ACC – Jeanne
  - i. One roof replacement request received. Need homeowner to send ACC documentation. Sri to get with homeowner to request documentation to be sent to ACC.
- c. Social – Liz
  - i. Pool party update – Need volunteers.
  - ii. Potential extra bathroom cleaning the morning of 5/31 – No updates yet on special bathroom cleaning services for that day. Jeanne/John waiting on a response from cleaning service.

**4. Capital Projects**

- d. Detention Ponds – Jeanne
  - i. Letters received – Work to start tomorrow and will likely be done by Friday.
- e. Entryway Project – Jeanne
  - i. No work until fall
  - ii. May need to scale back project due to unplanned cap ex
- f. Drainage At Upper Courts – Jeanne
  - i. Next steps – Work to start tomorrow and will likely be done by Friday.
- g. Irrigation System Upgrade – Glenn
  - i. Completed – slightly above budget due to repair needed
- h. Power Wash & Stain Cross Tie Wall – Glenn
  - i. Completed – came in below budget
- i. Replace Clubhouse Furnishings – Liz/Alyson
  - i. Likely on hold until next year

**5. Old Business**

- j. Tennis Courts
  - i. Crack repair status – Jeanne: CourtMakers will start work around 1<sup>st</sup> week of June.
  - ii. Net strap and rollers replacement status – Jeanne: Net strap is done. Glenn to sign and send the fax for roller replacement.
  - iii. Electricity and timer status – Glenn – Timer and panel put in place. No issues reported so far.

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- iv. Updated signs status – Sri – Vendor working on pricing.
- k. Playground maintenance
  - i. Quote of \$1231 approved via email – Glenn to sign and fax quote to vendor.
  - ii. Status of maintenance and mulch replacement – Jeanne: Work will begin as soon as Glenn signs and faxes quote to vendor.
- l. Clubhouse Keys
  - John to add a clause to the closing statement to make sure there is an exchange of keys or request for new keys.
  - i. Status of bulk keys – Jeanne: Keys to arrive in the next few days.
  - ii. Change email routing to Roylene once keys received. Several extra keys to be kept in pump room. Roylene will notify BOD if out of town (example, on vacation).
- m. Weed Control
  - i. Discuss current status and ongoing policy – John: Sent 50 notices last month and 38 this month. 1/3 of the people responded to the notices. 10-20% fixed the problems without responding. Overall the situation is looking good. John is overall pleased with the level of response. Need to file code violation on one homeowner.
- n. Pool
  - i. Confirm shower turned on – BOD to turn on shower after BOD meeting.
  - ii. Twice a month cleaning starting 5/16
  - iii. Status of chair cleaning – Jeanne: This has been done.

### 6. New Business

- o. Rotting Pavilion Pillars
  - i. Status and quotes – Both pavilions have rotted columns. On the lower court, there is rot in the center of the post. The base of another column is starting to rot. Vendor has not been able to find the type (design) of column. Quote received is \$575 for two columns. Jeanne to check with some contractors if they can find the same type of column (in a couple of weeks). BOD to decide next steps in two weeks.
- p. Bushes at corner of Dunlin Shore Court & Avocet Drive
  - i. Letter recommending trimming by 50%. Landscapers trimmed down the bushes but not enough. Homeowners have been sent notices. John to instruct landscapers to proceed with trimming by 50% after sending letter to notify homeowners
- q. Repainting need at one house – Jeanne did not think it needed repainting. Alyson thought the top ('roof') of the window needed repainting. Jeanne to request an ACC member to check on that.
- r. Discuss weed treatment along SOP and up Lou Ivy – Arbornomics will charge \$36 per treatment (7 treatments.) BOD approved to go ahead with this treatment plan.
- s. Discuss potentially bringing in arborist to look at trees on bank and corner by Clearfield – Jeanne to ask Arbornimcs on checking out the health of some of the trees.
- t. Discuss Irrigation repairs at entry and along SOP – Need to get in touch with Roberto to address this issue. Some heads require adjustments and one head requires replacement.

### 7. Next Meeting – Tue, June 8<sup>th</sup>

### 8. Adjourn