

**ATRIUM TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
June 17, 2019 - 7:20 PM**

Election of officers:

President - Isabel Marlar nominated Chris Ratliff, Bob Ceddia seconded, Chris accepted - unanimously approved

Vice President - Chris Ratliff nominated Steve McGrane, Isabel Marlar, seconded, Steve accepted, unanimously approved

Secretary - Steve McGrane nominated Isabel Marlar, Rosemarie Eck, seconded, Isabel accepted, unanimously approved

Treasurer - Isabel Marlar nominated Rosemarie Eck,, Steve McGrane seconded, Rosemarie accepted, unanimously approved.

Isabel thanked Judy Gattine and Julien Gallet for their many years of service to the community.

President Ratliff called the meeting to order at 7:25 PM.

Directors present, Steve McGrane, Isabel Marlar, Rosemarie Eck, Bob Ceddia, Marilyn Thompson, Joe Morgan, Ron Felson, constituting a quorum. Dawn Gordon of Associa was present.

Following Homeowners were present: Loretta Carr, Jayne Simonini, Sue Holtrup, Bill Brown, Debbie Breckler , Judy Gattine, Julien Gallet

HOMEOWNERS FORUM: None

APPROVAL OF MINUTES: After review of the May 20, 2019 meeting minutes, Steve McGrane, moved to approve, Bob Ceddia seconded. Approved

TREASURER'S REPORT: Rosemarie Eck reviewed the financial report from Associa. General Account \$35,000 operating cash; \$282,000 reserves, \$2,800 accounts receivable

COMMITTEE REPORTS:

ARCHITECTURE: Joe Morgan reported the following:

13 Oak Tree application for new deck approved

1 Pine Tree application for new screen door - door has been installed

19 Oak Tree new windows - no application as yet

14 Oak Tree request made no application as yet

3 Willow Tree new patio door - no application as yet

8 Birch Tree - satellite dish installed on neighbor's property; dish removed (not sure where it was installed)

LANDSCAPE: Ron Felson volunteered to be Landscape chair.

A report was given by Judy Gattine and Isabel Marlar. After a lengthy discussion, Isabel Marlar moved to spend up to \$2,500 on general landscape repairs, Marilyn Thompson seconded, Approved.

Marilyn Thompson moved to spend up to \$15,000 on tree trimming and tree removal, Isabel Marlar seconded, Approved.

(Judy and Isabel will do a walk around with Ron to familiarize him with what has been planned)

Isabel Marlar advised that juniper removal on Brush Hill should be tabled as John Waldschmidt advised 8' arborvitae are not available.

SOCIAL: Isabel advised there is a pool party planned for Saturday June 22nd, rain or shine. Party starts at 5:00 PM, sub sandwiches will be provided by the HOA, byob, music from 6:00 to 9:00

TELECOMMUNICATIONS: Bob Ceddia will follow up with our new webmaster

MAINTENANCE: Steve McGrane reported the following:

- a. Roofs - Preventive Maintenance scheduled for this month
 - b. Address signs - installed
 - c. Dryvit repairs - contractor coming out to check
 - d. Concrete work 1 Pine Tree Ct. - completed
 - e. Parapet Wood Repair - Norton quoted \$18,500 last fall; Isabel Marlar moved to spend up to \$20,000 for Parapet Wood Repair, Marilyn Thompson seconded, Approved
 - f. Dumpster Enclosure - getting new quotes
 - g. Refuse Contract - Chris will sign
 - h. Carport Gutter-Maple/Birch Gutter Replacement - still working on it
 - i. Foundation Repair - 8 Willow Tree - small leakage, nothing needs to be done
 - j. Asphalt - meeting with Dominic from LaMantia on 6/18/2019
 - k. Ross Electric has been out and fixed pipe - most likely damaged by snow blowers
 - l. ATT and Comcast need to be contacted re: boxes and lines not buried (Dawn should follow up)
- Ron Felson advised the garages are in need of major rebuilding in the near future. The front, fascia, needs replacing as well as the steel pillars that Ron thinks the garage doors are mounted to. The pillars are rusting at the base.

MANAGEMENT REPORT: Dawn Gordon reported as follows:

- a. Tap Report (nothing new)
- b. Work Orders (included in report for board's review)
- c. 15 Oak Tree - 2 letters have been sent - since nothing has been done by owner or tenant to comply, a \$25 fine will be imposed.

OLD BUSINESS. Rules and Regs update - tabled

NEW BUSINESS: Chris advised he has a list of units getting new gas lines and will send it to the board and to Dawn. Dawn to advise unit owners and further to advise unit owners to take pictures of their property, front and back, in case there is any damage done

ADJOURNMENT: Isabel Marlar moved to adjourn at 9:00 PM, Steve McGrane seconded, Adjourned

Respectfully submitted.

Isabel Marlar, Secretary