

Southwind HOA
Board Meeting Notes
April 6, 2013

Joe Palko called the meeting to order at 8:04 on Saturday, April 6, 2013 at the Southwind Rec Center. In attendance were board members Joe Palko, Jane Clark and Curtis Kossman with John Chamberlain attending by phone. Association managers Rinaldo Acri was present. And homeowner Jeff Schrock and Landscaping committee chair attended for part of the meeting.

Minutes Approval

Minutes from the March meeting were approved.

Financial Review

The February financials provided by Seven Springs and the March financials provided by Acri Realty were reviewed. The March reports did not include major billings from Seven Springs for lift operation and snow removal and therefore are not complete at this time. Once all billings are available, the reports will be reviewed more completely.

Management Company Transition

Rinaldo reported that the transition is winding down. Construction drawings for Southwind were turned over to Acri by Seven Springs. These drawings will be reviewed by Curtis to determine if all necessary drawings have been included. Seven Springs has confirmed that these are the only drawings in their possession.

Telephone Lines

Currently Southwind has a telephone line for each gate and one to the gate house which Ed uses for an office. It was decided to check with Ed to see if he uses the phone line at the gate house. If he does not need this line it will be eliminated.

Landscape Committee

Jeff Schrock provided an overview of the steps that need to be taken with the landscaping in Southwind this spring, summer and fall. Acri will work with Seven Springs, our landscape contractor, to ensure that Jeff's recommendations are implemented. Currently the lawns and beds need spring clean-up to remove gravel and repair damage.

After the May board meeting, a walkthrough of the community will be done by the board, Jeff, the landscape committee, Ed and Acri to determine specific problems and needs. Also to be addressed at that time is the appropriateness of some of the trees and plantings based on future size and location. A plan will be developed to move or replace plantings that will create future problems. Jeff also recommended that the board add a yearly budget line item for plant replacement.

Driveway Sealing

Joe reported that there have been some questions regarding the extra driveway sealing offer that is available to phase I and II unit owners. This offer is an optional service at the owner's expense. If an owner wants an extra sealing of their driveway but decides to have someone else provide this service, or do it themselves, the driveway sealant **MUST** be a cold tar emulsion or it will not adhere, not a latex sealer. Please confirm the product to be used with the board before applying any sealer to the driveways unless done by the association's approved vendor.

Gate Maintenance

Frustration with the company servicing Southwind's entrance gates has resulted in the search for a new gate maintenance company. Rinaldo is currently seeking a bid from a new provider. If the current gates are maintained, the lower gate may need to be raised higher above the ground, and part of the gate may need removal to lighten the gate. This should aid in the operation of the gates.

Rec Center Access

We are still currently using the access system from Seven Springs for the Rec Center/Pool. Options with various vendors are still being considered.

Truck Expense

The truck that Ed drives is titled to Seven Springs. Seven Springs has offered to allow Ed's continued use of the truck for \$500/month. This would cover insurance on the truck and all maintenance. Rinaldo will speak with Seven Springs for more details on the breakdown of that cost.

Lancaster Roof Status

The board has received a copy of signed construction specifications for the overhang roof for the Lancaster units. This copy was received from homeowner Jim Best as provided to him by Seven Springs. This specification has been signed by a structural engineer and therefore appears to be a valid specification for the rebuilding of any Lancaster overhang roof.

It is unclear at this time which, if any, Lancaster roofs will be rebuilt to this specification. The board would like to see all Lancaster overhang roofs in the community brought to the standard of this specification, as well as being properly and securely attached to each unit to prevent the possibility of any future roof collapses. While the board will continue to press Seven Springs to rebuild and re-attach all Lancaster overhang roofs to these specifications, it remains the responsibility of each individual Lancaster owner to ensure that their roof is properly addressed. This is necessary to ensure the safety to persons and property that could result from a partial or total roof collapse. Lancaster owners need to take this responsibility seriously and be certain that their roof is properly addressed.

Rec Center Door

An estimate for the electronic release of the lock on the Rec Center lower level exterior door has been received. This release would be tied to the fire alarm so that if the alarm sounded the door would be automatically unlocked and would allow the lower level exercise area to be open during the summer months beyond the pool hours. The quote was approved by a 4-0 vote of the board.

The security and fire monitoring system within the Rec Center was discussed. The monitoring is done by 2 different companies. Aciri will review these systems for efficiency and cost.

Fire Extinguisher Inspection

The fire extinguishers in the Rec Center need to be inspected and tested. When this is done, an offer will be available to individual homeowners to have their personal extinguishers tested also.

Light Pole Replacement

The light pole at the entrance to Woodside Crescent circle still needs to be replaced. This pole was blown over by the wind during the winter. When the replacement pole arrives it will be installed.

Decorative Lights

The board addressed the policy for decorative lights displayed by homeowners. These lights may only be white and may be displayed on trees and shrubs during the ski season (these need to be off of the trees and shrubbery for the landscapers during the rest of the year), and on decks and houses year round (except for removal for unit painting and maintenance).

Roadway Maintenance Agreement

The latest agreement with Seven Springs for the roadway maintenance was discussed. There are still issues in contention, but it was decided that the agreement as it applies to Villages Drive would be executed. This agreement obligates Southwind to pay 15% of the costs of maintenance of that road, and allows this percentage to be reviewed if there a 10% increase of the total units who access Villages Drive. This agreement was approved by a 4-0 vote.

The agreement as it applies to Villages Drive Extension (Pritts Distillery Road) is still being reviewed and was not approved at this time.

With no further business the board meeting was adjourned.