

Meeting summary for the Board of Director's meeting December 3, 2011

These are NOT the official minutes of the Southwind Homeowners Association. Those will be presented to the board and approved at a later date. These are only notes taken by Jane Clark and Joe Palko and should NOT be considered correct or official.

The meeting was called to order by President Tom Mole at approximately 9:00a.m. Present were board members Joe Palko, Curtis Kossman and Jane Clark. Board member Bob Denove was available by phone for the first hour of the meeting. Also present were Ed, Heidi, Missy and Jack Glarrow from Seven Springs. Attorney Alan Shuckrow (see note below) was present. Approximately 8 homeowners were also in attendance.

The minutes from the Board of Directors meeting of October 1, 2011 were approved by the Board.

First order of business was the review of the Financials through October 31, 2011 by Bob Denove. Bob noted that there were a few expense line items that were over budget. These included the Pool/Hot Tub Maintenance expense which is over budget year to date by \$9,000 because of needed repairs and additions to the hot tub primarily, the Building Maintenance Exterior which was missed in the budgeting process and therefore has no budget amount, and some of the Mowing and Lawn Maintenance line items that were unexpectedly overspent.

Delinquencies were reviewed and it was noted that there are still about 7 units in phase I that have not paid for the painting of their unit. Heidi has contacted these owners to solicit payment.

Bob noted that a new salt spreader was procured by the association through Seven Springs to replace the existing salt spreader that was beyond reasonable repair. The new spreader was purchased by Seven Springs because of a more favorable price arrangement. It will be paid for by the association over 3 years with 3 payments per year in January, February and March.

Bob made a motion to move \$45,000 of surplus revenue from the year ending 6/30/2011 into Reserve. With these funds the balance in the Reserve accounts will be ahead of the required funding as projected by the Reserve study for the Southwind. This will give us more flexibility in the future when funding the Reserves. At the last Board meeting papers that been prepared to invest the Reserve funds in the CDs with variable maturity dates. It was decided not to proceed with investing in the CDs as the interest rates for these was no better than the money market account into which the money is currently invested.

Representatives from the Somerset Pressure Wash company who provided the painting for 50% of the phase I buildings this summer were present and discussed with the board information on the completion of the that project. They noted that the projected was started and stopped at times during the summer resulting in a late completion date. This was because the painting contract was awarded by Southwind late in the spring when the contractor was already committed to other projects. We need to be sure to award the contract for phase II painting by March 1, 2012 to prevent this from happening next year. Somerset Pressure Wash also noted that some of the overspray on the windows in phase I, as well as some miss-applied caulk, was actually from the original construction, not their re-painting work. It was noted for next year that Somerset Pressure Wash should document these areas before painting next year so that they are not added to the punch list for Somerset Pressure Wash To conclude this

year's contract with Somerset Pressure Wash, the existing punch list will be reviewed and final payment made.

At the conclusion of the presentation by Somerset Pressure Wash, Tom Mole commended John Chamberlain (who was in attendance) for his assistance in reviewing the painting work on phase I and compiling the punch list for that project.

It was suggested that a letter be sent to phase II owners to alert them to the assessment that they will receive next year for the painting of their units. Also the letter will advise them that their driveways will be sealed next year, although there will not assessment to them for the sealing.

Ed Maholtz gave the maintenance report stating that the equipment was ready for snow.

Bruce Arnoldt, a homeowner in attendance noted that a window in the exercise room in the Rec Center does not close properly and therefore is left slightly open allowing heat and air conditioning to be wasted. Ed will check the window.

Donation boxes for local charities have been placed in the Rec Center per a request by a homeowner during the September homeowner's meeting. It was decided that the boxes should be removed since there have been no donations, and feedback from many homeowners indicated that they donated elsewhere, and there is no one to take any donations to local charities.

Recycling will be coming to the community. This will be addressed under the new trash contract. One recycling location will exist in Southwind into which paper, cardboard, cans, and glass/plastic bottles can be placed mixed together. It was suggested that this could possibly be added at the end of Chipmunk Court since that dumpster is often not full.

The purchase of a radon detector by the Association for use by any homeowner to test their unit for radon was discussed. The purchase should be less than \$150 and could be borrowed from the management office for homeowner use. A motion was made and passed to purchase the detector.

High def cameras have been installed in the Rec Center. Also a small section of missing caulk has been replaced in the pool deck.

The retaining of an attorney for the association was discussed and Alan Shuckrow of Strassburger, McKenna, Gutnick & Gefshy was introduced as the new association attorney. Alan is from Pittsburgh and has provided professional services for Curtis Kossman's firm and some non-profit work with Curtis. Alan will be involved in recently filed litigation surrounding the prior years' calculation of assessments.

The board approved the purchase by Ed of 4 different replacement pumps for the pool and hot tub to keep as needed in case a pump failed during the pool season.

The need for a site plan with as built roadways and driveways was discussed. This will be useable in procuring bids next year for sealing the roadways. Heidi indicated that the site plan is available.

Bids for landscaping services for next year was discussed. Bids have been received in response to the contract specifications as approved by homeowner Jeff Schrock. Heidi will prepare a spreadsheet analyzing the bids before a vendor selection is made. All aspects of the landscaping next year will be done by a single vendor.

The removal of trees along the ski trail as approved at the last board meeting was referenced as having been done. Two homeowners strongly expressed their displeasure with the process where a member of the board did not reclude himself from voting on the request that he submitted and was for his personal benefit. They expressed disappointment in the fact that the board had been used to promote the personal advantage of one board member and that the board member, Bob Denove, had voted on the issue which was for his personal advantage.

Jane Clark and Joe Palko presented their listing of violations and fines as requested at the last meeting. The important question is whether Security will be in a position to document the specified violation for billing by Heidi/Missy to the homeowner. It was decided that a discussion between Jane, Joe, Tom and Jack Glarrow and Laurie Jones of Seven Springs should occur to discuss how and if Security will be able to document violations for fining.

The motion from the October Board Meeting that allowed deck privacy walls to be built without the approval of the adjoining unit was discussed. A motion was made and approved to rescind this option. Based on this decision, no deck privacy wall may be built without the approval of the adjoining unit owner.

The contracts provided by Seven Springs for Trash Removal and for Security have been signed by Tom Mole. The Trash Contract had been held at the last Board meeting to resolve the issue of having to remove the dumpsters from the community to a holding area whenever there is snow in Southwind. This will still be done but Allied Trash Service will contribute \$1,000 towards the estimated \$7,000 yearly expense to do this. The signing of both of these contracts was approved pending attorney review.

Lift hours and trail grooming were discussed. The lift hours, as recommended by the Cost Savings Committee will be from 11:00 a.m. to 7:00 p.m. on non-holiday Monday thru Thursday excepting Christmas week. Trail grooming during that time will be done on an as needed basis as determine by Seven Springs. Lift operation and trail grooming will be done as normal on weekends, holidays and Christmas week.

The removal of the snow makers along the ski trails during the spring, summer and fall was discussed. Based on the responses to the Cost Savings Committee survey, the committee recommended that the snow makers not be removed this coming year.

A motion was made to create a construction committee to address construction issues within the community. The purpose of the committee is to review existing and on-going developer construction issues in Southwind and to pursue a solution to such issues. The motion was approved. Jim Best (who was in attendance) raised the issue of roofing work that was done on his unit (evidenced by debris on his deck) without his knowledge. He has requested information on the work done but has received none. Heidi will further attempt to get this information for Jim.

The social committee made recommendations for 2 winter socials and 1 summer social. The winter socials will be Saturday, January 21st and Saturday, February 25th. Each social will begin with a family time oriented to kids and pot luck food followed by a time with association provided food and BYOB. The summer social would be May 26, 2012 on pool opening day and most likely will be sponsored by Seven Springs Realty.

The Pool/Rec Center committee made recommendations for the purchase of additional chaise lounges for busy weekends. No action was taken at this time on this recommendation. It was suggested that we

consider creating additional space around the pool by adding concrete or artificial turf between the existing concrete and the pool fence. It was also suggested that steps be added from the pool deck to the upper deck of the Rec Center to allow that deck area to be used at the pool as well. Further suggestions included placing a high chair near the pool for the pool attendant to increase the enforcement status of the attendant. Also it was suggested that an outside grill be added to the pool area. It was decided that the pool committee should address the feasibility of these suggestions.

The following items from the September homeowner's meeting were addressed:

- remotes to the upper Southwind gate should now be working correctly
- maintenance contract for the exercise equipment in the Rec Center and/or the option to lease or buy the equipment still needs to be reviewed
- communication to other homeowners regarding an effective way to lock a hot tub will be provided by homeowner Joe Lewis (who was in attendance) for posting on the Southwind website by Joe Palko
- elevated water meters throughout the community need to be lowered to ground level, Heidi will contact the water company
- Seven Springs will add landscape fabric & river rock under the decks of the buildings that were turned around on Lakeside Drive
- Curtis Kossman is to review the options for security cameras in the Rec Center
- the remote for the upstairs TV in the Rec Center needs to be replaced with an easier to use normal TV remote. Ed will check on this
- power outlets in the kitchen of the Rec Center were discussed. All of the outlets for the kitchen are on one circuit so several crock pots can not be plugged into these outlets at the same time

A question regarding the status of Seven Springs' management company was raised with Jack Glarrow. Since the recent decision of the Villages to hire a new management company, the long term viability of the Seven Springs management company was raised. The board was assured by Jack that the management company would stay and would be staffed as it now is. He indicated that Swiss Mountain had just renewed their contract with Seven Springs as their management company.

With no further business, the meeting was adjourned.