

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
 Minutes of the Board of Directors Meeting  
 September 29, 2010

**ORDER**

The Barron Square Board of Directors Meeting was called to order by President Marla Degner at 7:04pm at the Clubhouse. Board members also in attendance were Chris Grillone and E. Perky Perkins. Directors absent were Brooke Bailey and John Morrissey. Also attending was Deborah McGraw and Mark D'Ambra of PML Management.

**HOMEOWNER FORUM**

Veronica Tinchler reported that she would like to speak to the Board's Attorney to get a figure in dollars of the pending lawsuit against the HOA. Veronica is also concerned about certifications being completed properly, and the litigation that is still ongoing because of the effect it is having on the homeowner's ability to refinance and sell. Veronica has asked David Spini (lawyer) to provide a letter to the lender involving the amounts towards the Association. Maury Greene reported a crack at the Thain Way entrance as a result of the resurfacing project. He also requested that a vehicle registry be maintained by the Association. Lisa Penninger submitted a request to install a solar powered fan on the roof of her garage. The Board agreed to discuss the request later in the meeting.

**AGENDA/CALENDAR REVIEW**

The Board reviewed the Agenda and Calendar.

**APPROVAL OF PREVIOUS MEETING MINUTES**

On a motion duly made by Chris Grillone and seconded by Perky Perkins, the Minutes of the August 24, 2010, Board of Directors meeting were unanimously approved, as submitted.

**REPORTS**

**Treasurer** – Treasurer Chris Grillone reviewed a summary of the August 2010 financial statement as follows:

	Month	Y-T-D	Budget	Variance
Total Revenue	41,333	325,373	322,088	3,285
Total Maint. & Repairs	8,015	68,386	64,264	4,122
Total Utilities	5,813	22,305	25,400	(3,095)
Total Admin. Expenses	11,203	73,699	67,992	5,707
Total Reserve Expenses	2,353	16,492	87,440	(70,948)
Total Assets		973,117		
Total Liabilities		9,447		
Total Fund Balances		963,669	1,018,070	est yr end

**Architectural** – The Board reviewed a request from the owners of 4141 Thain to install a solar powered fan on the roof of their garage. After some discussion the Board agreed to formally deny the request and ask the owners to consider alternate proposals. The Board then reviewed a request from the purchasers of 4162 Thain to install a handrail at the entrance to the unit. On a motion duly made by Perky Perkins, and seconded by Chris Grillone, the motion was approved by a vote of 2 in favor and Marla Degner against.

**Landscaping:** The Board discussed a request from Loral Landscaping to increase their monthly fee 1.1% to \$4,662 starting January 1, 2011. On a motion duly made by Perky Perkins and seconded by Marla Degner, the Board unanimously approved of the increase. The Board then reviewed the completed notes from the August 6th walkthrough and the notes from the September 10<sup>th</sup> walkthrough. Based on the walkthrough from September 10<sup>th</sup>,

a proposal from Loral Landscaping for additional plantings has been administratively approved at a cost of \$983. Item tabled to next meeting.

**Grounds** – As requested by Perky Perkins, the Boards reviewed a proposal received from Roto Rooter to move the existing cleanout from the patio of 502 to the Common Area. After some discussion the Board agreed to table this item until the October meeting for further discussion.

**Pool & Recreation** – Marla Degner made a motion to enter into a contract with Northwest Security to patrol the pool on an on-call basis at \$50 per call. Chris Grillone seconded the motion which was unanimously passed by the Board. Marla Degner also discussed the idea of issuing pool passes to homeowners as an extra measure of security for the use of the pool area.

**Adjacent Properties** – No report.

**UNFINISHED BUSINESS**

**3.1 Window Replacement** – The Board reviewed a revised proposal from Medallion Glass to install International Window Corp. Majestic series custom colored vinyl windows, dark bronze exterior, white interior, insulated low-e glass argon filled, with screens. All windows will have a 0.30 U Value and are Energy Star Rated which will qualify for tax credits.

72"x60" XOX retrofit installation	\$1077 installed
24"x60" single hung retro fit installation	\$670 installed
8"x8'6" sliding patio door nail on fin installation	\$2617 installed

The cost to replace the weather stripping is approximately \$250 per window, because it is a very labor intensive job. Deborah McGraw reported that she met with Franciscan Glass on 8/27 and has yet to receive their bid on the window replacement.

**6.1 HOA website** – Chris Grillone will keep trying to contact volunteers.

**NEW BUSINESS**

**9.1 2011 Budget** – Deborah McGraw stated that a draft budget will be provided via email for review before the Budget meeting.

**9.2 2010 Audit** – The Board reviewed the proposal from Levy, Erlanger & Company to perform the 2010 Audit and taxes at a cost of \$2925. A 2.8% increase from \$2845 last year. On a motion duly made by Marla Degner and seconded by Perky Perkins, the Board unanimously approved of the proposal.

**9.3 550 Thain Flat Roof Replacement** – Deborah McGraw presented bids to replace the flat roof over 550 Thain.

Just the leak area:

Izmirian Roofing (300 sq ft)	\$3,200 1 year warranty	(entire flat roof) \$9,450 5 year warranty
Platinum Roofing (144 sq ft)	\$2,190 no warranty	(100 sq ft) \$2,034

Re roof entire flat roof over just 550 Thain:

Draeger Construction (1200 sq ft) \$18,000 10 year manufacturer warranty, 3 year workmanship warranty  
Includes skylight work.

A&B Roofing (1600 sq ft) \$13,987 5 year warranty

Additional clarification will be provided for review at the October meeting.

**PENDING ITEMS**

- **Red Curbs** – Perky Perkins reported that she spoke with Mike Nafziger of Public Works on the status of the City's response to their proposal. She is waiting for his reply.
- **The Well** – Deborah McGraw stated that in order to reduce the amount of very fine silt produced by the well, Garcia Well and Pump will be installing a Harmsco filter at a cost of \$4396.42 by next week. The Board of Directors previously approved of the expense in a unanimous vote via email.

- **Comcast Services Agreement (Re-wiring project)** - pending clarification of existing outlets and trenching map.
- **Asphalt repair/slurry sealing** – completed.
- **Concrete repairs (remove/replace)** – During the asphalt project there were wires which were not buried to code that were cut during demolition of the existing concrete. Modern Electric has made the repairs at a cost of \$2,336.91. Deborah McGraw was requested to reclassify the expense from concrete to reserve wiring repairs.
- **Tennis Court Resurfacing/Repainting** – in progress.
- **Arborist Tree Report** – To be completed by Loral Tree Service in October.
- **Roof Inspection (flat and slope roofs)** – To be completed by Frank Fiala Roofing.
- **Gutter Cleaning** – To be completed by Professional Gutter Cleaning on November 8<sup>th</sup> and 9<sup>th</sup> and February 7<sup>th</sup> and 8<sup>th</sup>, 2011.

**CORRESPONDENCE REVIEW**

The Board reviewed correspondence from the owner of 564 Thain requesting reimbursement for payment to Roto Rooter in the amount of \$175.20. The owner incurred the expense in January 2010 and deducted the amount from her association dues account and has incurred late fees on the past due dues amount. After some discussion the Board agreed to reimburse the homeowner after their dues are paid in full.

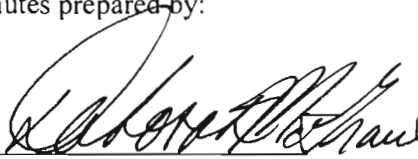
The Board then discussed the request from Maury Greene to implement a vehicle registry. After some discussion the Board agreed that this would incur an undo administrative burden on the Association and PML and decided not to pursue the registry.

**ADJOURNMENT & ANNOUNCEMENTS**

The next regular Board of Directors meeting was scheduled for October, at a date yet to be determined, in the Association’s Clubhouse. There being no other business to come before the Board, the Meeting was adjourned at 9:23pm into Executive Session to discuss the current litigation.

Minutes prepared by:

Attested:



Deborah McGraw, CCAM  
PML Management Corporation

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E. Perky Perkins  
Secretary