

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**January 20, 2021**

**ORDER**

The Barron Square Board of Directors Meeting, which was held via conference call was called to order at 7:01pm. Board members in attendance were Joel Davidson, Anton Nemychenkov, Richard Evans and Chris Grillone, who joined the meeting at 7:35pm.

Joseph D'Agostino represented PML Management Corporation.

**AGENDA/CALENDAR REVIEW**

- The Board reviewed the Agenda and Calendar. It was requested that PML put together a form requesting homeowners to run for the Board or serve on the election committee.

**HOMEOWNER FORUM**

- Installation of safety measure on the upper unit water heaters. Also, the possibility to install leak alarms on water heaters.
- Broken pagoda light.
- Painting of the fire lane red near the fire hydrant on Thain Way.
- Contacting public works about painting the curbs on Thain Way red.
- Couple of areas that were missed during the shingle replacement project.

**APPROVAL OF PREVIOUS MEETING MINUTES**

On a motion, duly made and seconded and passed by unanimous vote, the Board approved the November 18, 2021 meeting minutes as written.

**REPORTS**

Treasurer – The Board reviewed the November 30, 2020 financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
<b>Total Revenue</b>	<b>58,743</b>	<b>649,926</b>	<b>644,149</b>	<b>5,777</b>	<b>702,697</b>
Total Maint. & Repairs	11,008	112,113	141,988	(29,875)	154,910
Total Utilities	5,671	52,321	50,083	2,238	51,620
Total Admin. Expenses	11,460	127,309	112,224	15,085	122,445
<b>Operating sub total</b>	<b>28,139</b>	<b>291,743</b>	<b>304,295</b>	<b>(12,552)</b>	<b>328,975</b>
Total Reserve Expenses	0	111,923	967,351	(855,428)	1,055,290
<b>Total Expenses</b>	<b>28,139</b>	<b>403,666</b>	<b>1,271,646</b>	<b>(867,980)</b>	<b>1,384,265</b>
Total Assets		1,725,650			
Total Liabilities		(11,631)			
<b>Total Fund Balances</b>		<b>1,737,280</b>			

Board Treasurer, Chris Grillone reported that the Association is over budget in water, year to date.

**Committee Reports:**

Architectural – The following architectural requests have been submitted for review:

- 588 Thain Way: Window Installation, approved by the Committee.
- 528 Thain Way: AC and Heater Installation, Approved by the Committee.

Landscaping – It was reported that PML has approved a proposal to repair an irrigation line leak from Loral Landscape for \$1,350.00

Pool/ Recreation – Installation of removing the garbage cans inside the clubhouse and installing a larger one outside the back door on the pool deck with three slots, one for garbage, one for recycling and one for compost. It was noted that Bright Outlook who empties the garbage and cleans the clubhouse does not do composting.  
Adjacent Property – No Report

Manager's report/Action List review –

- Fiala Roofing change proposal, work has now been completed.
- PML Maintenance had replaced the lockset at the main entry door of unit 4166.
- PML is scheduled to remove and replace on section of concrete outside unit 4170 on Tuesday of next week. This area was too high to grind down.
- PML has replaced weather strip on a few unit doors as requested.
- Gutter cleaning was completed back in November.

## **UNFINISHED BUSINESS**

**2.3 Garage flat roof replacement, project management** – Pending inspection and scope of work preparation. PML has have reached out to follow up on this item.

**2.4 Spa replacement options, discussion** – It was noted that Sayler Design was looking into this matter and came to the realization that we would need to install a different type and style than what is existing. It was noted that the tile will probably need to be replaced and that the same tile being used in the hallway could be used in the spa room.

**2.6 Installation of security cameras in the common area** – Board Treasurer, Chris Grillone is looking into the installation of a WIFI camera system.

## **NEW BUSINESS**

**1.1 Water Heater Drains** – Further discussion took place on requiring second floor unit owners to install drains and water leak alarms on in their water heater rooms. It was requested that PML look into a good water alarm that could be used. It was noted that owners should also consider placing water leak alarms at other locations where leaking may occur. It was requested that PML look for a contractor who would be willing to install the leak detection units for homeowners.

**1.2 Reserve Study Update** – Pending meeting to go over the draft of the reserve study for 2021.

**1.3 Sayler Design for the Clubhouse** – The Board has reviewed the preliminary design submitted by Sayler Designs for the clubhouse. It was noted that Sayler would like to set up a meeting with the Board to present the design. It was requested that others who have been involved in the project also be invited to attend this meeting.

**1.4 Insurance and CC&R's** – Discussion took place on responsibility and possible removal of the insurance subrogation clause in the CC&R's to make the homeowner more responsible if a leak occurs.

**1.5 County Inspection Report** – For the Board's records, no noted deficiencies.

## **Correspondence**

### **ADJOURNMENT**

There being no other business to come before the Board the meeting was adjourned into Executive Session at 8:35pm. The next Board of Directors Meeting is scheduled for February 17, 2021 at 7pm.

Minutes prepared by:

Joseph D'Agostino, CCAM  
PML Management Corporation

Attested by:

Anton Nemychenkov, Secretary  
Barron Square Homeowners Association