

Quail Run Board of Trustees Meeting July 8, 2015

Meeting called to order @ 3:10 pm-Attended by Trustees S. Zeller-Kent, W. Lavalley, D. Roberts, C. Gregory and D. Serieka. TDG employees present were N. Mandino, and Stephanie Capriulo.

Postponement of minutes for June meeting acceptance due to the need for additional review time. Minutes passed with reservations stated.

New Issues

*Introduction of new QR Property Manager Stephanie Capriulo to the Board by Nancy Mandino. Change in Property Manager resulted from management style differences established by Chair. There were no dissenting opinions expressed by other four Trustees of action taken. TDG management also agreed with decision.

*SFZ will meet with SC later to discuss QR Trustee prospective on our goals and management. QR Trustees tend to take a more active role in daily issues than other boards often due.

*SC has 15 years property management experience and promised to work hard to do the job effectively and efficiently in full cooperation with the Trustees.

Budget Issues

*Discussion of budget deficits:

1- Cost overruns for emergency roof raking due to winter storms \$36,510. TDG continues to work with insurance company to obtain reimbursement for costs associated with winter storm roof raking.

2- \$40,000 was budgeted in the Reserve Account for VBW front porch decking repairs. Maintenance technician has indicated he can make the repairs in-house with significant cost savings. It is anticipated that the repairs will begin late Summer early Fall.

3-Question posed to TDG as to whether or not funds could be transferred from the reserve account to the operating budget to offset the snow removal costs incurred during winter storms. The process would require unit owner vote and Board has tabled this option for the time being.

4-Original discussions to conduct roof inspections were tabled, in light of the cost. Will include project in 2016 budget.

5-Mid-year budget review scheduled with TDG for 7/20/2015 to include corrective measures to scale down certain non-essential projects until 2016 to help off-set emergency snow removal cost overruns.

Management Issues

*Trustees approved unanimously the 2014 year end financial review by our independent CPA.

*Rentals: Approved rentals: 11 KM and 6JG. 18 KM rental request was not approved pursuant to 17th Amendment.

*In light of ongoing issues with rental residents, several trustees requested additional discussions for zero rental policy change to condo documents and possibly presenting amendment to unit owners at next annual meeting. The complete discussion will be deferred to August meeting.

*Gutter repairs have been completed.

*SFZ is working on redoing the Landscape contract, which was inadvertently misplaced by previous property manager and never fully executed.

*Discussions regarding roof inspections scheduled for 7/29-7/31 by approved vendor are being reconsidered for 2015 and moved to the 2016 budget due to cost.

*We are waiting for proposals in order to begin privacy fence repairs.

* Company that repairs and replaces cluster street light fixtures will visit QR to review our needs and to offer a proposal.

*Vanaria completed the pruning of rhododendron on 7/1. The rest of the shrubs will be completed in the Fall.

*The exterminator has been in and completed tasks per our contract.

*Resident of VBW requested a rebate of costs for replacing deck rails-SFZ will handle reply.

*KM resident requested approval for water aerobics and Tai Chi class instructions to be allowed at QR by outside vendor. Based upon recommendations by our attorney and TDG, as well as strong liability concerns expressed by the trustees, the decision was made to not approve outside vendors providing these types of services inside the Quail Run community.

Meeting concluded at 5:45 pm

Next meeting August 5, 2015 @ 3pm