

**HILLWOOD CONDOMINIUM
BOARD OF DIRECTORS MEETING MINUTES
Date: May 17, 2010**

Homeowners Forum:

None.

Call to Order:

6:48 p.m.

Roll Call:

Present: Karla Slate – President, Tim Tyni – Vice President, Megan Ackaert – Treasurer, Carrie Lopez – Secretary, Phil Hancock – Member at Large, CDC Representative – Chantelle Mitchell

Approval of Previous Meeting Minutes:

Karla motioned to approve the March 15th meeting minutes. Second: Megan - Unanimously approved.

The Board went into Executive Session at 7:05 pm to hold a homeowner hearing in response to a violation and discuss delinquencies.

The Board reconvened the Board meeting at 8:15 p.m.

Treasurers Report:

Megan presented the March & April Financials and there was a discussion regarding the reserve account cash flow for the next year. The Board determined that we would like to hold off on making any reserve study repairs until we are further along in the envelope study.

Committee Reports:

A. Landscaping

Nothing new to report.

B. Parking

The Board discussed replacement permits. If owners are in need of a replacement permit, please contact CDC Management.

Manager's Report: Proposals discussion and approval.

A. Clubhouse French Drain

Tim motioned to approve the original GM Construction bid for \$1,980. Second: Megan – motion approved. Chantelle reported the additional work was necessary due to unforeseen circumstances. The vendor made contact and approval was given.

B. L Building Dumpster

Waste management reported that the dumpster located at the end of the property by L bldg, does not appear to get used. They recommend removing the dumpster. The Board approved to remove the dumpster and will monitor for resident feedback.

Old Business:

A. Goff & Dewalt (Attorney):

- i. **Amendment #2 – Governing Documents Revision** – nothing new to report. Will be monitored under Managers report.

- ii. **Buildings Envelope Report** – Investigation was done April 14th. Report was sent to the Board and is currently being reviewed. Table to June meeting for further discussion.

Old Business Continued:

- B. 2009 Year End Audit** – Megan motioned to approve the audit, Karla seconded – motion approved.
- C. C, D, & E Bldg Drainage - Tabled**
Tabled to June; pending TruGreen revised bid.

New Business:

A. Janitor Position

The janitor sent in his resignation in April. A motion was made by Tim and seconded by Megan to appoint Andy Slate to the janitor position effective May 22, 2010. Motion passed.

B. Tree Maintenance

The Board reviewed a proposal for tree work around buildings L, K, J as recommended by the landscapers. Davey Tree evaluated the area and provided a bid for \$1,000. A motion was made by Tim and seconded by Phil – motion passed.

Adjournment: Motion made to adjourn the meeting @ 8.32 pm and seconded.

Next Meeting: Scheduled for Monday, June 21, 2010 @ 6.30 in the Clubhouse.

Respectfully Submitted by:

Chantelle Mitchell
Community Association Manager