

**ROLLING HILLS RANCH TOWNHOMES ASSOCIATION
HOMEOWNER AND BOARD MEETING
MINUTES FOR MONDAY, MAY 9, 2016
Johnsons Corner - Johnstown**

President Call to Order: William Way, President, called the meeting to order at 7:05 P.M.

Roll Call of Board Members in Attendance: The following Board of Directors were present: Deb Buchanan, Tom Gibb, Dave Hare, Shannon Kindred and Bill Way. A quorum was established.

Visitors Present: Loretta Way

Reading of the minutes for April 11 and Special meeting held April 27, 2016 meeting was waived as all had received a copy. **Motion to Approve- Deb 2nd- Bill Approval Vote was Unanimous**

Treasurer's report was not available as treasurer Rich was out of town.

Motion was made for Bill to remain as President through the summer.

Motion to Approve- Tom 2nd- Shannon Approval Vote was Unanimous

Beginning June 6th CDS will power wash buildings and will start painting on June 9th. Duplex building #2 & #8 Sebring was painted last year, ahead of schedule due to bare wood and the need to be painted sooner. Discussion was held whether a substitution of a fourplex be added to the schedule or to see if CDS will skip painting of one building this year. Bill will discuss with CDS. Bill will also address the issue of roof damage probably caused by CDS that is unacceptable and will not be tolerated.

Crack Sealing will take place May 17th and 18th. A notice to all residents will be distributed by board members notifying them all cars must be removed from all pavements. Cars are to be garaged or parked in the street during those days. Deb will type up notice and email to board for approval.

Wood around dormers are rotting and in need of replacement. Richard Foster quoted a cost of \$100 per dormer. Bill and Tom are also working with Waterford Homes to get a quote and time frame for repairs. A motion was made to authorize Bill to proceed with the dormer repairs.

Motion to Approve- Tom 2nd- Dave Approval Vote was Unanimous

HOA Workmen's Comp Insurance may be needed for small contractors. American Family gave a quote using Pinnacle at a price of \$472 per year. We'll consider the need for this coverage at a later date.

Roof inspection and related repair requirements will be completed 5/10. Decision was made to match shingles to the current color.

Roofing Summary- Contract MUST be by HOA with Bidder's Terms and Conditions bound in. Integrity Xteriors' bid lacks scope definition, Bill to follow up with them.

Bill to authorize the completion of the Reserve Study. Board will consider costs of needed repairs and maintenance and the need for increasing dues. The board will proceed in this order:

1. Newsletter educating residents of the condition of roof, pavement and woodwork and announcing intent to contract for reserve study.
2. Advise owners of Reserve Study findings and need for dues increase
3. Send out ballots to homeowners to vote on raising the monthly dues or pay in one lump sum.
4. Interview lenders for most favorable loan of acceptable duration.

Board members to gather Resident email list to email to CMG.

Deb to notify Meg at CMG regarding newsletter to be sent with welcome letter and advise them of neighborhood news boxes near mailboxes.

Newsletter to be completed by Shannon and sent to Deb for review. Deb to send to board members in the next 24 hours. Info to include insurance assessment coverage and reserve study info. Bill to write up reserve study paragraph

Dog feces policy and the limit for fines to be discussed with GCM next month. Dave Hare to check into cost of tree security cameras as well.

A letter was sent to new renter at #24 Lindenwood Circle notifying her of the rule that the Rottweiler breed of dogs are not allowed per our CC&R's.

Tom has bids from Rocky Mountain and Elite but is still gathering bids for Concrete repair. Concrete repair is for drainage along Victoria and Laurus drive, as well as sidewalk repair.

Tom again suggested a letter to go to residents in 1857 Chesapeake A & B requesting them to keep garage lights on for safety purposes. We will request GCM to facilitate this.

Adjournment : Motion to Adjourn at 8:30 P.M

Motion to Approve- Bill 2nd- Deb Approval Vote was Unanimous

Next Meeting: The next Board Regular BOD Meeting was set for Monday, June 13, 2016, at 7:00 pm at Johnsons Corner Meeting Room.

Submitted by: Deb Buchanan, RHRTB BOD Secretary