

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MARCH 9, 2010**

**BOARD MEMBERS**

Lynn Comer	President
Conrad Sanford	Vice President
Ken Swezey	Secretary
Carl Middione	Treasurer
Heath Birkendahl	Director

**OTHERS PRESENT**

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee

**ITEM I – Open Forum**

Any items discussed that require action by the Board will be placed on the agenda for the following Board meeting, unless determined to be a safety or structural issues that needs immediate attention.

**ITEM II – Call to Order, Counting of Board Election Ballots, Election of Officers**

- A. President Conrad Sanford called the Board of Directors meeting to order at 7:05PM.
- B. Election inspectors Bill Hubbard, Lynn Comer, and Conrad Sanford counted the ballots for the annual elections. The results were as follows:

Total ballots received: 134, of which 10 were deemed invalid

Heath Birkendahl 104 votes

Ken Swezey 109 votes

The members also passed the IRS Resolution to transfer excess 2010 operating funds into the reserves:

123 For 1 Against

- C. Election of Officers

The Board elected officers for the coming year. See BOARD MEMBERS above for results.

**ITEM III – Approval of Minutes**

A motion was made, seconded and carried to approve the minutes of the February 9, 2010 Board of Directors meeting.

**ITEM IV - Committee Reports**

- A. Landscape

1. The Board reviewed the minutes from the February 22, 2010 committee meeting.

- B. Architectural

NONE

- C. Parking

The Board approved the amended parking rules (attached), which will be mailed out with the April newsletter.

D. Social

The Board passed a motion to have Ken Swezey manufacture 400 refrigerator magnets that include important association and emergency phone numbers, at a cost of around \$120.00.

E. Clubhouse

The Board passed a motion to install blinds on two additional clubhouse windows, as well as get proposals for replacing the refrigerator, painting the cabinets/ upgrading the hardware, and upgrading the counter tops.

**ITEM V - Treasurer's Report – Financial Statement for period ending February 28, 2010.**

- A. The Board of Directors reviewed the current reconciliations and account statements (unaudited) of the Association's operating and expense accounts for the month, the operating and reserve revenues and expenses compared to the current year's budget, as well as the income and expense statement of the Association's operating and reserve accounts.

	<u>February</u>	<u>Year-to-Date</u>
Income(\$)	108,510.04	217,165.18
*Expense(\$)	150,371.50	201,843.49
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,754,572.06	
**Reserve Expenditures Year to Date(\$):	42,110.55	
Reserve Fund Balance(\$):	1,630,514.12	

- B. The Board reviewed the assessment account aging report dated February 28, 2010. All other accounts in excess of 90 days delinquent will be sent to a collection company.

C. Review of 2009 Financials

The Board passed a motion approving the Allen & Cook review of the 2009 financials. The review will be mailed to each owner by no later than April 30, 2010.

**ITEM VI - Association Manager's Report**

- A. Action Item List – The Board reviewed the action list since the previous meeting.
- B. Correspondence –The Board reviewed correspondence since the previous meeting.

**ITEM VII - Old Business**

- A. Security Patrol Report – The Board reviewed the February, 2010 security report.

**ITEM VIII - New Business**

- A. Cement Repairs Proposal

The Board approved a proposal from MP Construction to remove and replace a lifted section of walkway, at a cost of \$890.00.

B. Water Meter Mapping Proposal

The Board agreed to have CPI combine the water meter mapping project with replacement of main line gate valves on individual units. Management will get an estimate for the cost of replacing gate valves with ball valves.

C. Newsletter Items

1. election results

**ITEM IX - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 8:37PM. The Board then went into executive session to hold a rules violation hearing, discuss assessment collection issues, discuss an architectural compliance issue, and increasing the fidelity bond amount. . The next Board meeting will take place on April 13, 2010.

Approved as submitted