

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 10, 2009**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Mary Alice Heim	Landscape Committee
Sheba Solomon	Landscape Committee
3 owners	

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

President Conrad Sanford called the Board of Directors meeting to order at 6:50PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the October 13, 2009 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the October 21, 2009 committee meeting.
2. The Committee updated the Board on the status of the landscape upgrade project and the tree maintenance project. The Board passed a motion approving the trimming of tree #435 in 2009 rather than in 2010, at a cost of \$300.

B. Architectural

NONE

C. Parking

The Board reviewed some correspondence regarding the parking rules. Lynn Comer offered to draft an additional parking rule regarding vehicles with fluid leaks.

D. Social Committee

NONE

ITEM V - Treasurer's Report – Financial Statement for period ending October 31, 2009.

- 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>October</u>	<u>Year-to-Date</u>
Income(\$)	108,280.56	1,098,606.72
*Expense(\$)	109,295.48	1,081,250.84
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,604,095.49	
**Reserve Expenditures Year to Date(\$):		231,955.53
Reserve Fund Balance(\$):	1,495,838.13	

- B. The Board reviewed the assessment account aging report dated October 30, 2009. All other accounts in excess of 90 days delinquent will be sent to a collection company.

- C. Reserve Investments

Carl Middione offered to look into available CD rates from local banks in order to invest a portion of the liquid reserves.

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 October, 2009 security report.
- B. Clubhouse Renovations

The Board passed a motion to spend up to \$2,200 towards the replacement of the cushions on the wooden bench sitting arrangement in the clubhouse. The Board is also seeking proposals to refinish the wood tables.

ITEM VIII - New Business

- A. March Board Elections

1. The Board appointed the following members to the Nominating Committee to find qualified candidates to run for the 2 Board positions up for election in March, 2010:
Conrad Sanford, Lynn Comer, and James McGraw
2. The Board appointed the following people to be Election Inspectors for the March, 2010 Board elections:
Bill Hubbard, Conrad Sanford, and Lynn Comer

- B. Common Area Upgrades

Management will obtain a proposal to replace remaining gate valves on main water lines entering the individual units with ball valves.

C. Newsletter Items

NONE

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:31PM. The Board then went into executive session to discuss a reimbursement request. The next Board meeting will take place on December 8, 2009.

Approved as submitted