

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 11, 2008**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard 1 owner	Community Management Services, Inc.
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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

- A. President Conrad Sanford called the Board of Directors meeting to order at 6:32PM.
- B. The Board accepted the resignation of Scott Smithwick, because he was in the process of selling his unit, and thanked him for his contributions to the association while serving on the Board and Architectural Committee. A notice regarding the vacancy will be placed in an upcoming newsletter.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the October 14, 2008 Board of Directors meeting minutes as corrected.

ITEM IV - Committee Reports

- A. Landscape
 - 1. Conrad Sanford reported that Sheba Solomon and MaryAlice Heim would co-chair the committee at this time and were in the process of discussing landscaping upgrade proposals with Medallion.
 - 2. Carl Middione reported that he completed a walkthrough inspection of the tree maintenance with Nathan Lewis and most of the work was completed satisfactorily. There were a couple of unfinished items that Lewis Trees will follow up on.
- B. Architectural

NONE
- C. Parking

The Board discussed the recent increasing incidence of parking violations which is leading to some towing. The Board is concerned that after two warnings some residents still do not move their vehicles. This will be highlighted in future newsletters."
- D. Social Committee

NONE

E. CC&Rs/Bylaws Rewrite

The Board passed a motion to have the attorney Sharon Pratt proceed with taking the necessary steps to petition the court for approval of the CC&Rs based on the overwhelming support of the amended CC&Rs by those members that voted.

ITEM V - Treasurer's Report – Financial Statement for period ending October 31, 2008.

- 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(\$)	108,381.40	1,090,778.48
*Expense(\$)	140,080.87	1,125,784.35
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,403,012.02	
**Reserve Expenditures Year to Date(\$):		429,706.35
Reserve Fund Balance(\$):	1,253,710.24	

- B. The Board reviewed the assessment account aging report dated October 31, 2008. All other accounts in excess of 90 days delinquent will be sent to a collection company.

C. Reserve Fund Investments

The Board passed a motion to invest \$95,000 from the Merrill Lynch reserve fund into a 6 month CD. In addition, two \$95,000 CDs maturing in November will be reinvested for an additional 12 months.

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.
1. The Board reviewed correspondence regarding the replacement of windows that were installed improperly and without prior Board approval. The owner requested and the Board approved an extension until January 1, 2009 to have the windows reinstalled properly.

ITEM VII - Old Business

- A. Security Patrol Report – The Board reviewed the October, 2008 security report.

B. Chimney Repairs and waterproofing project

Management reported that the project was progressing with about 75% of the work completed.

C. Foxhall Loop/Donovan Court Fencing Project

The Board reviewed the final inspection report submitted by Chris Siglar. The association is retaining 10% of the contract price until any unresolved issues are addressed.

D. Carport Roofs

The Board passed a motion approving a proposal from Hardy Roof Inspections to make repairs to various carport roofs in the complex to help keep them water tight, at a cost of \$1,350.00.

ITEM VIII - New Business

A. Clubhouse Upgrades

This item was deferred until early 2009 because of current budget constraints.

B. Board Elections in March, 2009

1. The Board appointed the following members to the Nominating Committee:
Jim McGraw, Sheba Solomon, Heath Birkendahl.
2. The Board appointed the following to be Election Inspectors:
Association manager Bill Hubbard, Scott Smithwick, and Vern Mastin

C. Newsletter Items

1. Board vacancy

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:31PM. The next Board meeting will take place on December 9, 2008.

Approved as submitted,
