

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
APRIL 10, 2012**

**BOARD MEMBERS**

Scott Smithwick	President
Nicole Marie	Vice President
Ken Swezey	Secretary/Treasurer
Carl Middione	Assistant Treasurer
Brian Finerty	Director

**OTHERS PRESENT**

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
Maryalice Heim	Landscape Committee
4 owners	
1 resident for open forum	

**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 issue that needs immediate attention.

**ITEM II – Call to Order**

Scott Smithwick called the Board of Directors meeting to order at 7:09PM.

**ITEM III – Approval of Minutes**

A motion was made, seconded and carried to approve the minutes of the March 13, 2012 Board of Directors meeting.

**ITEM IV - Committee Reports**

A. Landscape

1. The Board passed a motion approving a landscape upgrade proposal from Medallion at a cost of \$1,577.00.
2. The Board reviewed the minutes from the March 21, 2012 committee meeting.
3. Maryalice Heim presented a recommendation/proposal from Lewis Trees for removal of 9 trees for either health or safety reasons. The Board will consider the proposal during the May 8, 2012 Board meeting.
4. The Board passed a motion approving up to \$5,000 for mulching the planting beds throughout the community.

B. Architectural

The Board reviewed architectural related correspondence for the past 30 days.

C. Parking

Nicole Marie reported to the Board regarding the results of her discussion with EBAY about the Hamilton Place parking problems. Based on the information provided by Nicole, the Board agreed to take no further action regarding this issue at this time.

D. Social

There is a community social tentatively scheduled in June. More details will be discussed during the May 8, 2012 Board meeting.

E. Clubhouse/Pool

1. Management reported that 2 out of the 4 contractors responded to the RFP for the restroom remodeling project, both of which requested and were granted a 10-day extension of the bidding deadline.
2. Management reported that a proposal was requested from Genie Pool for the resurfacing of the pool and spa. The cost would be approximately \$27,000, including the resurfacing, replacement of all coping and tile.
3. Carl Middione requested additional lighting around the spa. The Board will consider the request after inspecting the area during nighttime hours.

F. Website

NONE

**ITEM V - Treasurer's Report – Financial Statement for period ending March 31, 2012.**

- 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>March</u>	<u>Year-to-Date</u>
Income(\$)	108,959.96	327,142.88
*Expense(\$)	108,028.51	336,646.71
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):		2,492,649.74
**Reserve Expenditures Year to Date(\$):		60,352.21
Reserve Fund Balance(\$):	2,489,081.59	(includes \$408,000 in EQ fund)

B. Reserve Fund Investments

Ken Swezey and Carl Middione updated the Board on the status of the current reserve account investments. The Board passed a motion approving the investment of \$100,000 from the Comerica Earthquake reserve fund into a CD at the best prevailing rates.

B. Aging Report

The Board will go into executive session at the conclusion of the open Board meeting to review and discuss assessment collection issues.

**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

1. The Board reviewed the March, 2012 security report.
2. Security Proposal – the Board requested an interview with a representative from Security Risk Management Inc for the May 8, 2012 Board meeting.

### B. Asphalt Street Maintenance Proposal

The Board approved a proposal from Pacific Surfacing for slurry sealing and restriping the asphalt streets, at a cost of \$30,360.00.

## **ITEM VIII - New Business**

### A. Newsletter

Ken Swezey reviewed the April Newsletter with the Board.

## **ITEM IX - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 8:50PM. The Board then went into executive session to discuss assessment collection issues, discuss delinquent assessment collection options with attorney Jeff Miklas, and hold rules violations hearings. The next Board meeting will take place on May 8, 2012.

Approved as submitted