



# Somerset Owners' Association

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## Board Meeting Minutes

March 28, 2018

- **Meeting called to order:** at 6PM by Gerald Hoefling.
- **In Attendance:** Quorum was established with: Alex Power, Gerald Hoefling, Vince Bozich, Blair Thompson, Sara Atkins, Tom Shelton (SSC), Jacque Desjardins (SSC), Stephanie Wojtak (SSC) and 10 homeowners present.
- **Introduction of Board Members:** President-Alex Power, Vice President-Gerald Hoefling, Treasurer Sara Atkins, Secretary-Vince Bozich, Member at Large-Blair Thompson
- **Review & Approval of Minutes:** The minutes from the 2/28/18 Board Meeting were approved as written. The Special Board Meeting minutes from 3/16/18 were approved but with a question from Vince on the committee for newsletter should not be on there. This was discussed at the 3/16 meeting and will remain on there.
- **Financial overview:** February 2018 Financial Report was reviewed by Treasurer Sara Atkins and Stephanie Wojtak. Currently have \$21,438.58 in operating #1098 account and \$722,557.98 in reserve #3210 fund account. Since Phil Geiger was signer on the CD account, there needs to be a new signer that would need to meet at the bank to update information for the Somerset HOA account. Spending authorization/limits for Shelton-Cook would only need to be approved by the Board of Directors if the expense was more than \$500.00, anything less than that does not need to be approved.
- **Community overview:** Community Advisory Committees were to give an overview of their progress on work to date and what they have found within the community walk. Blair went over the Pool and Grill committee. Modernize grill area, tile is porous, pool deck and liner, 3 bids, pending 4 on resurface decking, repair cracks, hot tub wall needs repair. Replace 3" tiles with 6" tiles. Steps don't meet code for pool area. Wants a darker blue tile. LED lights. Bigger refrigerator for pool area. Extend counter top. Bigger ceiling fan. Remove bushes to add more lounge chairs and tables. Remove charcoal grill (vendor not able to remove yet). Would like to replace BBQs ASAP so they all match. Would like to paint the fence. Provide tiles to vote on. Target date is 6/1/18 to start pool repair. Deck and fence repair to do all at once is budgeted for \$51,280.00. FOB system at pools to prevent weekly renters from coming in. Alex went over the Landscape and Grounds committee review; received bids about sprinklers, more plants and pool area. Granite bid for \$22k or \$18k to replenish throughout the community. Remove turf due to budget, not needed anymore. A gated community would be expensive, still wouldn't make the community secure. Dog walk area was discussed. Having a new sidewalk installed along the wash area. Gutters are \$20k and a onetime cleaning charge, received 2 bids, the buildings with the trees surrounding roofs are worse. Would need to take funds from reserve account. A suggestion to do every two (2) years. Jerry to motion and Blair to approve to have gutters cleaned. Amend motion to spend no more than \$1k a building total of \$18k for a bid. Movie theatre and bathrooms need to be updated, something for 2019. Jerry went over the architectural committee findings and will be putting together a list of about 3 options for security doors and windows that will be approved to replace in homeowners units if they decide to upgrade and install to their unit. Security

doors are to be black or dark brown. Curtains are to be wound up curtains attached to inside and down only when sun is shining on porch. Windows if replacing windows white trim around window no wider than 5 inches.

- **Managers' Report from Shelton-Cook:** Business center is available during business hours of 10am-4pm. The Fitness center hours are changed to 4am to 11pm.
- **Old Business:** In the process of getting the 2017 tax return completed. The firm to complete the 2017 Audit is currently in their busy season. Hours of the Exercise Room, Computer location and hours of availability have been changed. Looking into getting key FOB for entry and exit. New system that is being looked into will have a credit / debit card payments for HOA dues. CAI (Community Associations Institute) membership for Board members, application has been sent and paid for. Waiting on information for board members to proceed. Effectiveness of Security Company. Lisa will be contacting company to get their times and days of coverage to secure the community. Management Company bids are due by April 9<sup>th</sup>.
- **New Business:** Architectural request from #1017 for security door. BOD want to wait to approve since there was no picture provided of what door owner wants to install. Process needed to approve staggered, multi-year Board terms. This will be voted on at the annual meeting per the confirmed email from the attorney. Purchase of insurance coverage for Board members, if appropriate-Declaration Page. The BOD were given a copy and will be emailed a copy to review the insurance information for the community. Website changes planned. Need to have Apartments 247 update the information to correct months. Add short term rental policy to newsletter. An additional committee is needed to investigate vacation rentals. 1. Friendly reminder sent. 2. Violation letter. 3. Fine letter.
- **Open Forum:** Mail and email a friend reminder of information about weekly rentals, there is to be nothing less than 30 days to be rented from a unit. The pool side Wi-Fi is slow and residents can't connect. Would like to have Cox Communications come out to inspect the modem speed, verify the system and get a bid to do an upgrade on the equipment currently have at the community. Homeowners would like to have 1 (one) security style door to choose from and not 3 (three). Need to get specs for doors, windows and colors and add that to the website and include in the welcome packet and email to current owners.
- **Next Board Meeting is scheduled for:** Wednesday July 25<sup>th</sup>, 2018 in the Clubhouse to begin at 6:00 PM.
- **With there being no further business the meeting was adjourned at:** 7:44PM.
- **Respectively submitted, Stephanie Wojtak, HOA Community Manager / Acting Secretary**

<https://www.franksonsheacondos.com/hoa/>

\*\* While the gutter project was approved at this meeting, it is no longer necessary, as this is included in the \$60,000 budgeted (& approved) number for the roof cleaning and preventive maintenance work.