

Shearwater Condominium Association, Inc.

BOD Meeting

Tuesday, May 22, 2018 at 7:00 pm

ATTENDEES

Board

Larry Birch – President

Don Baker – Vice President (**absent**)

Pam Mantica – Treasurer

Linda Bolling – Director

Joy Ambrogio – Director

John Schaaake – Director

Lynn Maichle - Director

MMG & Committees:

Christian Bowie – MMG Operations Manager

Dawn Beeker –MMG Comm. Service Manager

David Densmore – Dockmaster

Carey Kirk – Pool

Cheri Hall – Landscaping (**absent**)

Barbara Britt – Architecture (**absent**)

Attendees:

Mike LaFortune (12B2)

Sharon Hobson (15A)

Linda Pierce (5A1)

Maryan Cummins (14B2)

Ed Ambrogio (15B2)

Phil Meredith (1B2)

Karen Van Evans (1A)

Bill Van Evans (1A)

CONDO MEETING

1. Call to Order: The meeting was called to order by L.Birch at 7:03 pm
2. Reports of Officers
 - a) President's Report (L.Birch)
 - We have a lot of volunteers here at Shearwater
 - Key initiatives: come up with creative solutions, focus on changing
 - b) Treasurer's Report (P.Mantica) – 7:08
 - We are 3.7% over Revenue budget as of the end of April
 - Our reserve balance is \$1,025K
 - The City is raising our water/sewer rates by 4.5%, we will review the bills over the past few months to see if there are any upward trends that would indicate a leak and/or that need to be addressed

3. Committee Reports

a) Dockmaster's Report (D.Densmore) 7:16

- Payments of marina invoices are caught up
- He will identify a few boards on the marina docks that will need to be replaced and send the information to MMG; MMG will provide an estimate for the replacements

b) Pool Report (C.Kirk) 7:20

- New hours have been posted and new planters & plants are being placed around the pool; need volunteers to help with planting between now and the weekend
- Pool lights are on a timer, landscaping is enhanced and ready for pool season.
- Opening day is Saturday 5/26; Memorial Day BBQ is planned but will monitor the weather and send out an eblast if there's a high probability of rain

c) Landscaping Report (L.Maichle) 7:25

- Level Green completed the steps to control the erosion on 'Poop Hill' and bushes have been planted alongside
- BruMar is in the process of planting azaleas, forsythia, euonymus and 4 replacement trees around the community
- The committee is interested in ideas for special projects around the community; i.e. fire pit, picnic table and leash-free areas for dogs. Please email suggestions to C.Hall.

d) Architecture Report (no report)

e) Lighting Committee (S.Hobson) 7:30

- Installation of building lights is nearly complete
- Units that have lights outside their front doors that are controlled by a switch either inside their unit or the unit next door are still pending
- Larry has recused himself from the committee; need 1-2 additional volunteers

4. MMG Report (C.Bowie) 7:35

a) Main Sewer Line cleaning

- These lines are full of sludge and require hydro jetting; cleaning requires access to the storage rooms in the basements
- Bid from Drain Sights was \$5000 to clean the 14 buildings, and an additional \$800x6 to clean out the 6 sewer manholes in the parking area
- **MOTION:** by L.Maichle to accept the bid for both cleanings from Drain Sites for \$9,800; Seconded by J. Schaake; vote was unanimous

b) 3B2 Deck & Railing

- **MOTION:** by L.Bolling to accept the bid for \$8,150 + \$1,420 from Finney to replace the deck and the railing; Seconded by J. Ambrogio; vote was unanimous.

c) Deck Cleaning

- 77 decks need to be cleaned this year; C.Bowie will send the scope of work that was sent out to contractors for bidding
- J.Schaake suggested we review the sealing products since the products used in the past do not protect the wood sufficiently; will consult with Becht on their recommendation

- L.Bolling asked about also cleaning the front stairwells; this will be discussed in the next meeting

5. Unfinished Business (8:00)

- a) Property Line Issues: for all property line issues resulting from the survey conducted last year, the Shearwater Board is following the advice of counsel.
- b) Review of email (both unanimous) votes since the April condo meeting:
 - Approval of Hawk Awning to replace the ripped awning over the front stair tower of Bldg 3 for \$1,980
 - Approval of the minutes from the April meeting

6. New Business (8:50)

- a) MMG contract revision
 - The initial contract with MMG expired in October 2017; need to draft a new contract.
 - Discussed the proposed changes in the MMG contract that would raise the level from \$1K to \$2K for expenditures MMG can implement without Board approval, and raise to \$4K expenditures for which MMG can get bids & implement without Board approval.
 - The concern expressed by several Board members was that some level of advance notification was needed before making the expenditure. Without this notification prior to the expenditure, the changes could not be approved.
 - **MOTION:** made by J.Schaake to accept the changes; not seconded; motion did not pass
 - Contract changes will need to be revisited and the next draft sent to the Board for review and vote.
- b) Deck Cleaning Project
 - L.Maichle asked for the scope of work that was sent to potential bidders; **ACTION:** C.Bowie will send the scope ASAP.
 - J.Schaake noted that there were some negative reviews about the use of clear sealant; **ACTION:** MMG will check with Becht about alternatives.
 - L.Bolling asked if the intent was for the Association also to have the front stairwells cleaned as well; yes, this is planned for next year.

7. Adjournment:

- a) **MOTION:** to adjourn at 9:00 by L.Maichle; Seconded by J.Ambrogio; vote was unanimous.