

**MINUTES OF THE  
BOARD OF DIRECTORS MEETING  
OF  
PLUMWOOD TERRACE CONDOMINIUM ASSOCIATION**

May 18, 2010

**PRESENT:** Brenda Mann, President; Marlys Van Hauen, Vice President; Mick Blubaugh, Secretary; Scott Caldwell, Treasurer; Sherryl Pearson, Scott Foreman, Members at Large; Robert Dubansky, Property Manager. **ABSENT UNEXCUSED:** Barb Carroll

Meeting Commenced 6:33 P.M.; Antitrust Statement Read

**MINUTES:** Motion to approve the April 20, 2010 MINUTES by Scott Caldwell; Second by Sherryl. Motion passed.

At 7:10 P.M., resident owner, David Lavia (A-3), was asked by Brenda, if the Board could address his concerns. David had a list of (10) points of concern and opinions that he shared with the Board and the Property Manager. Board members listened and responded to David's statements, questions and concerns as best as possible. The Board meeting re-commenced at 7:25 P.M. As the Board attempted to proceed with this meeting; David Lavia interjected additional comments at 7:30-7:35 P.M. At 7:35 P.M. Board members moved on to the Treasurers Report.

**TREASURERS REPORT:** Robert presented the Financial Reports and these documents were closely examined and discussed by the Board of Directors with Robert. Everything is on target budget-wise as of this time, pending any catastrophic occurrences. Funding for lower priority projects and miscellaneous projects will require further delays until the Operations and additional bank funds can be replenished to an acceptable level. All high priority projects are being addressed and pursued as needed. The Board is carefully watching expenditures and using frugal means to maintain an attractive and functional property at Plumwood Terrace, despite an ever increasing cost of living during a recession. Motion to approve the Financial Report was made by Mick; Second by Scott Caldwell. Motion passed.

**MANAGERS REPORT:** Robert indicated that the placement of river rock around building foundations must stay "on hold" at this time due to funding.

The deteriorating concrete steps and extended island on the North end of Building C must be replaced as soon as possible to avoid injury(s) and improve the appearance of that building. Speck Co. submitted a proposal to complete this job at \$ 1,825.00, outbidding other competitors. A Motion to approve this project was made by Mick; Second by Scott Caldwell. Motion passed. Robert will proceed to get this project coordinated with Speck.

Robert reported several Ice Dams were plaguing Plumwood Terrace after this past harsh Winter. C-29 has the worst issue at this point with water leaks. The Board is prioritizing with Robert which Unit's will be addressed based on severity and funding. A Motion to approve spending \$ 1,400. to repair C-29's Ice Dam/roofing problem was made by Marlys; Second by Sherryl. Motion passed.

At 7:55 P.M, David Lavia (A-3) re-entered the building and made comments to the Board and Property Manager unrelated to the meeting in progress. The Board re-convened again at 7:58. Robert indicated that the balcony column inspections have revealed the worst column is in Building A, and has "up to" a 90% failure rate, based on in-depth inspection by a professional vendor. A complete report of all buildings inspected is "pending" and

will be reviewed by the Board of Directors with Robert as soon as possible. This will include inspections of handrails on decks and balconies (from the outside) so as to not bother residents. The cost to fix this critical column issue will run \$ 110.00 per column or a total of \$ 6,600., for all affected buildings on Plumwood Terrace property. Due to the severity of the Building A column, this expenditure will run approximately \$ 2,000. too repair. A Motion to proceed with the Building A column repair was made by Mick; Second by Sherryl. Motion passed.

Robert reports that the swimming pool will be treated and opened to the residents on Friday May 28, for Memorial Day weekend use. The Garage Sweeping was completed on schedule. Trough cleaning was completed and (3) bad trash pumps were replaced. Asphalt curb repairs were completed on schedule. Speck Co. will grind down the "heaved" portion of the Exit Ramp in Building C as soon as possible. Two Red Bud trees were purchased and planted at a cost of \$ 289. Doug Boothe will be placing wood around the swimming pool fencing at ground level for safety purposes.

Robert reports that the Urbandale Fire Code will require in 2011, that Plumwood Terrace have a direct phone line with constant monitoring of potential fires at this complex which expedites fire department response. Robert is presently negotiating telephone line rates, however preliminary reports indicate this Fire Code requirement will cost Plumwood Association \$ 1,300 per building for installation of this system, and also, an ongoing \$ 1,500. per year "monitoring fee". This is a non-negotiable expenditure.

Carpet cleaning of all buildings is "pending" at this time.

**OLD BUSINESS:** Mick asked if a "current" list of Board Meeting dates and times had been placed at the East entry to Building D, per Martha McKinnon's request last month. The answer was "yes". Robert had provided Board members at the previous meeting with a sample Maintenance Responsibility Matrix, to read and ponder. This printout is intended to be handed out to all "new" residents of Plumwood Terrace, owners and renters alike. Mick asked that a couple of areas of verbage be adjusted to fit our condo association. Mick also asked if a previous "noise complaint" reported by Jerry Knapp in Building A had been addressed, and this was an affirmative as well.

Brenda asked for Board members' thoughts on the annual association dues increase that was discussed over the last few meetings. The Board weighed the pros and cons of raising dues in small increments to keep up with the cost of living and keeping Plumwood Terrace in sound financial shape, which becomes difficult as this property ages and unexpected expenses arise. The alternate option of sending assessments to property owners when needed was also discussed in detail. The full Board was against the Assessment option. A Motion was made by Scott Caldwell, in accordance with the By-Laws, to raise the monthly association dues by \$ 7.00, effective August 1, 2010. Second by Sherryl. Motion passed.

**NEW BUSINESS:** The Allen Company will be asked to make a point to pick up branches when they mow, rather than leaving them on the ground.

There being no further business, Motion by Marlys to adjourn, Second by Mick. Motion passed. Meeting adjourned at 8:07 P.M.

Mick Blubaugh

*Mick Blubaugh*

Secretary

