

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

December 15, 2009

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

Meeting commenced at 6:33 P.M.

Antitrust Statement Read

MINUTES: Motion to approve the November 17, 2009 MINUTES by Barb; Second by Scott Caldwell. Motion passed.

TREASURERS REPORT: Robert presented the Financial Reports and these documents were examined and discussed by the Board of Directors with Robert. Revenues affecting the Operations Reserve, and all association accounts are gradually increasing based on the 2009 dues increase. A Motion to approve the Financial Report was made by Mick; Second by Marlys. Motion passed.

MANAGERS REPORT: Robert reported the attempt to repair a chronic Ice Dam issue on the West side of Building D was delayed due to the major snow storm and is now on hold.

Placing rock around the building foundations has been put on hold due to snowfall.

All garage trenches have been cleaned. Robert is seeking an estimate to investigate an issue with the sump pit in the Building A elevator shaft.

The garbage vendor has added a \$ 42.00 environmental fee to the monthly bill and Robert will analyze this vendor's bills and possibly seek outside bids before the existing contract expires.

The concrete repair proposal for the extended sidewalk on the North end of Building C, will cost \$ 565.00, and is on hold due, to inclement weather.

Preventative Maintenance is pending on all garage and clubhouse furnaces.

OLD BUSINESS:

Board members and Robert discussed garage weather-proofing. Scott Foreman made a Motion to install one garage door timer/sensor on the South end of Building A, which may assist in keeping heat inside of the garage longer, by closing the door quicker. This expenditure will cost \$ 424.00 including installation. Second by Scott Caldwell. Motion passed.

The N.E. garage door lock in Building D has been repaired.

The Knox-Box has been supplied with Building keys for Fire and EMS personnel.

At this time, Peggy Heinen (A-4) who had requested to speak with the Board and Robert, expressed concerns about her dryer venting possibly becoming clogged. Peggy shared

pricing information from her vendor of choice with the Board members and she left the meeting.

David LaVia (A-3) attended the Board meeting and was asked if he could be assisted by the Board in any way. David commented that too much salt had been spread on the sidewalk on the South end of Building A, and that it was being tracked indoors. Robert and Scott Caldwell commented that they would address that issue and to also ask the vendor too be more careful with the quantity of materials being spread during future storms.

NEW BUSINESS: Scott Caldwell asked Mick about the status of homeowner in D-26, as a large, heavy ice and snow dam was hanging off of the eave-spouts of this Unit, causing potential damage. Since the homeowner is out of state, Mick will contact the emergency contact person for D-26 and request that this issue be resolved as soon as possible.

Robert will investigate a truss issue involving A-22. Marlys and the entire Board of Directors expressed great satisfaction with the outstanding job that Allen Snow Removal Co. did for Plumwood Terrace during one of the worst snowstorms in decades.

The issue of high snow piles reducing driver visibility on the property will be addressed. Robert will obtain estimates from Allen Snow Removal on moving snow from the perilous corners, to the East side of Building D.

There being no further business, Motion by Barb to adjourn, Second by Marlys. **Motion passed.** Meeting adjourned at 7:23 P.M.

Mick Blubaugh

Mick Blubaugh
Secretary

**MINUTES OF THE
QUARTERLY HOMEOWNERS MEETING
OF
PLUMWOOD TERRACE CONDOMINIUM ASSOCIATION**

October 20, 2009

PRESENT: Brenda Mann, President; Mick Blubaugh, Secretary; Scott Caldwell, Treasurer; Barbara Carroll, Sherryl Pearson, Scott Foreman, Members At Large; Robert Dubansky, Property Manager - **ABSENT (Excused):** Marlys Van Hauen, V.P.

HOMEOWNERS PRESENT:

BUILDING A	BUILDING B	BUILDING C	BUILDING D
Jim Wheeler Mary Rose Wheeler Dave LaVia Barb Chapman	Verena Webb Dorothy Johnson Marge Carnahan Florence Olson Barb Capps	Lois Loveless Juanita Hansen Erin Sheehy	Bob Ross

Meeting commenced at 7:00 P.M.

MINUTES: Motion to approve the July 21, 2009 MINUTES by Sherryl, Second by Scott C. **Motion passed.**

TREASURERS REPORT: Robert reviewed numerous items with the attendees and the Board members. Income is still climbing steadily due to the Dues raise. Expenses have been fairly consistent with few exceptions. Pool and lawn care expenses will transition into snow removal and miscellaneous usual and customary Fall/Winter expenses, some to be described in the Managers Report. Motion to approve the Treasurers Report by Mick, Second by Barb. **Motion passed.**

MANAGERS REPORT: Dead/dying pine trees are scheduled for removal by Adel Tree Co. and all stumps on the property will be ground up with new grass seed spread in those areas. The Board's Tree Replacement Plan will then proceed with TimberPine, Inc., planting replacement trees as timing and weather permit. River rock to be placed around building foundations has been tabled until Spring due to the expense. Preventative maintenance on the garage furnaces is pending this Fall. Concrete bids will be sought to replace the eroding cement sidewalk slab at the North end of Building C. A homeowner in Building A requested that a strong mildew odor in that building be investigated and removed. Robert will address this issue.

OLD BUSINESS: None to report.

NEW BUSINESS: Jim Wheeler (A-5) requested that an access door to his new Balcony Enclosure be allowed which must open outward. Citation builders will install this enclosure and the Board unanimously approved his request.

There being no further business, Motion by Barb, Second by Mick to adjourn. **Motion passed.** Meeting adjourned at 7:34 P.M.

Mick Blubaugh
Secretary

PLUMWOOD TERRACE NEWSLETTER

JANUARY 19, 2010

SAFETY CONCERN: The Board of Directors has been made aware of residents who use remote car starters in the garage and let their cars start and run unattended for a considerable amount of time.

THIS IS NOT ALLOWED!!

This can cause very unsafe levels of carbon monoxide to build up in the garages, the emergency fans and door louvers then open up and allow valuable garage heat to escape causing higher heating bills, and in the event that the emergency protection of fans and door louvers fail to work, residents health is threatened by breathing in the dangerous fumes.

PLEASE, ONLY USE REMOTE CAR STARTERS OUTSIDE, and NEVER in the garage—start your car, and immediately leave, remember, the garages are heated and it would not seem that pre-starting your car would be necessary, especially at the health risk it poses to our residents. Thank you for your compliance in this matter.