

Somerset Creek Condominium Owners Association
Board of Directors Meeting Minutes
May 13th, 2019
Unit 18

1. **Call to Order:** 7:00pm
2. **Establish Quorum**
 - Arnold Mannering (President)
 - Danielle Brzusek (Secretary)
 - Clay Copeland (Treasurer)
 - Luiza Limona (Morris Management)
3. **Board Minutes** – Board minutes from March 26th will be approved at the next meeting.
4. **Homeowner Forum**
 - a. None Present
5. **Treasurer's Report**
 - a. State Farm CD - A CD in the amount of \$130,000 will be established with State Farm.
 - b. 2018 Reserve Expenditure - The 2018 garage door painting transaction detail has been corrected on the Somerset Creek financials.
6. **Manager's Report**
 - a. The 2018 audit engagement letter was sent to CPA.
 - b. Received reserve Study proposal for the Level 2 Update study. The board approved the three year Loyalty Plan which provides a cost savings of \$1,000.
 - c. The Rafel Law group has been contacted to review the governing documents in regards to crawlspaces and garage responsibility.
 - d. Luiza is coordinating with Ben's Ever Ready to complete the renewal to all 42 extinguishers due for annual inspection and service. Three extinguishers are due for six year breakdown and one is due for twelve year hydrotest.
 - e. Sprague Pest Control was unable to complete the Perimeter Treatment due to weather on April 5 however, rodent activity was found around units 4255 through 4263..
 - f. Sprague Pest Control was contacted to install an additional Bait station behind unit 33.
 - g. Compliance report:
 - i. None to report.
 - h. Delinquency issues:
 - i. No Accounts in collection.
 - i. ACC Issues:
 - i. None to report.
 - j. Rental Status:
 - i. Somerset Creek is limited to 10 rental units. Currently, 8 units are rented.
7. **Unfinished Business**
 - a. Pressure Washing; Affordable Handywork completed the pressure washing of white fences throughout the complex. Monument signs will be pressure washed as well.
 - b. Unit 7 - Affordable Handywork has been contracted to stain the new fence.
 - c. Sink Hole - Affordable Handywork has been contracted to construct a fence around the sink hole for safety reasons.
 - d. Unit 33 - Affordable Handywork has been contracted to seal holes on the exterior siding of unit 33.
 - e. Sodium Light Replacement - Affordable Handywork has been requested to provide a proposal to replace the existing sodium lights with LED lights.
 - f. Tree Trimming - The board will revisit tree trimming with an arborist.

- g. Unit 8 - Water in crawl space: Three drainage and waterproofing contractors were contacted to provide recommendations and proposals for crawlspaces drainage resolution to Unit 8 and Unit 7.

8. New Business

- a. Unit 25 - Home owner reported that the evergreen tree's to the rear of the unit are overgrown and partially covering the deck. This will be addressed with tree trimming this summer.

The next board meeting will take place on Monday, July 1st, 2018 at Unit 18. There being no further business, the meeting was adjourned at 8:00PM.

Danielle Brzusek, Secretary