

Somerset Creek Condominium Owners Association
Board of Directors Meeting Minutes
June 4, 2020
Zoom Meeting

1. Call to order: 5:06pm
2. A Quorum was established.
3. Board Minutes - Board minutes from December 09, 2019 are approved.
4. Homeowner Forum:
5. Treasure's Report:
 - a) Nothing to report
6. Manager's Report:
 - a) We are assisting the CPA on preparation of the 2019 Draft Audit and correct several account classifications not corrected per the 2018's audit recommendations.
 - b) Working with Andrew McAlister and the new bookkeeping department Controller to address all items still outstanding on the financials.
 - c) Received the Commercial Insurance renewal Certificates.
 - d) 2019 Draft Audit was received from CPA. Enclosed
 - e) Started working on the reserve study report.
 - f) Astoria Construction has started repairs to 4256 144th based on report received and per Board's approval. Ongoing
 - g) Annual Fire Extinguisher inspection was completed to all 42 extinguishers.
 - h) Sprague Pest Control was contacted to proceed with bees spraying at several units and in common areas when bee activity was noted.
 - i) No accounts in collection. The member assessment receivable (delinquencies) are \$0. Currently Somerset Creek has no delinquencies.
 - j) Unit 4259 had received conditional approval to replace windows with condition of the windows to be white.
 - k) Sent a Spring-Cleaning notice to all residents for exterior courtyard and patio.
 - l) Site visit report, 2019 Draft Audit enclosed.
 - a) Compliance report:
 - a. None to report
 - b) Delinquency issues:
 - a. No accounts in Collection
 - c) ACC Issues:

a. None to report

d) Rental Status:

a. Somerset Creek is limited to 10 rental units. Currently, 8 units are rented.

7. Unfinished Business:

- a. Budget Preparation and ratification
- b. Affordable Handywork to do list
- c. Sink hole repair. Ongoing

8. New Business:

- a. Rebuilding of chimney at 4256 due to water damage in progress
- b. Re-gravel pathway towards sports court
- c. Discussion for board
 - i. Maintenance of deck and patios along with fencing that is part of deck painting and/or power washing
 - ii. Maintenance and power washing of the front sidewalks-many of need of power washing. They are covered with moss which creates a dangerous slip and fall situation.
 - iii. Maintenance of front courtyards – many full of weeds, debris, etc. They need to be maintained for appearances of the complex

The next board meeting will take place on August 4, 2020. There being no further business, the meeting was adjourned at 5:35 PM.

Danielle Brzusek, Secretary