

South Cove Heights Board Meeting Minutes; July 31, 2017

Attendance: Directors Mr. Rick Hartman, Mr. Don Hooper and Mr. Jay Welsh were in attendance. Terry Jones and Lori Pare of Belle Terre were also in attendance.

The following items were discussed and/or approved for action:

- Annual Agenda-
The Board reviewed the proposed Annual Meeting Agenda and made changes as needed.
- Staining
The Unit staining of #36, #38 and #40 was completed in early spring; deck rails which are being done now were delayed due to the constant rain. Next year decks [no rails] and walkways [and rails] will be done. Mr. Hartman asked Terry to update the staining schedule for the next 10 years.
- Landscaping
The board will conduct a “walk around” to inspect the landscaping needs. The Board mentioned that the weed spraying did not take on the deck side. Terry confirmed that a “re-do” has already been scheduled.
Terry suggested the Board inspect the trees on the roof of Unit 36; she noted they need to protect the new slopes; trees limbs should be removed if lying on the roof slope.
- Mulching
Mr. Hartman noted the deck side was mulched last year; however, the deck side needs a hard raking to get some life back into it. Terry suggested they wait until after they spray for weeds. The Board agreed.
- Siding Replacement
Mr. Hartman confirmed Rich [carpenter] was going to do an inspection for needed repairs and submit a report.
- Roof Replacement
Terry provided the updated roof replacement schedule and pricing. Terry will contact Weathercheck to do another slope inspection and conditions report. Terry noted that the 2017 slopes have been completed and paid for. Mr. Hartman confirmed the Board needs to decide if they want to do 5 or 7 slopes in 2018; however, they will wait for report from Weathercheck.
- Financials
Terry went over the current financials and the proposed 2018 budget; she explained that insurance is always the unknown as they don't receive the quote until late October or November. Terry confirmed the Staining Reserve balance will be around \$6400 at year's end. The staining of the deck rail systems was not budgeted for in 2017; therefore, Terry suggested the expense be taken from the Staining Reserve which would leave a balance of \$1500+/- at year end. The Board agreed.
The Board reviewed the 2018 proposed budget and increased the budget approximately 3% to allow funds for the anticipated projects and common area reserves for 2018.

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- Other
Unit 34 Walkway Surface-Terry noted that the owner has been unhappy with the finish as he indicated the markings were not sanded off prior to staining. Matt [stain contractor] explained he has sanded the walk twice; Matt noted that the contractor that installed the decking installed the wrong side up.
- Mr. Hooper inquired about the new RSA Laws that are now mandatory. Terry confirmed they need to amend their Bylaws to comply. The Board will explain the new RSA Laws require a Bylaw change at the Annual Meeting. A vote [2/3% required] for the RSA's will take place at a later date;
- Mr. Hartman requested the Board approved proposed 2018 Budget be included in the Annual Meeting Notice mailing to allow members to accept it at the Annual Meeting;

There being no other new business to conduct, the meeting was adjourned.

Respectfully submitted,

Lori Pare,

Recording Secretary