

## **DRAKE LANDING CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING – August 22, 2005**

The Board of Directors of the Drake Landing Condominium Association (HOA) met on Monday, August 22, 2005, at the Wilderndest Commercial Center convening at 10:06 a.m. Directors Bren Davis, Janet Boyd, and Paul Dunkelman were present. Tony Snyder, Barb Walter, Pat Rice, Danyelle Whyte and Kristy Parlier attended from Wilderndest Property Management (WPM), and Daniel Vlcek was present for the first portion of the meeting.

### **BOARD MEMBERSHIP ISSUES**

Directors present expressed concerns that President Tom Silengo was not in attendance nor had he responded to attempts to reach him via telephone or email in recent weeks regarding property issues or the scheduled meeting to discuss the budget proposal. This lack of attention to the affairs of the Association must be construed as a failure to perform the duties of President of the Executive Board. Members also expressed a desire to increase the Board number to five (5) to have an odd number and increase the probability of having a quorum present, i.e. three of five instead of three of four. The fifth member would be elected from the residential membership. The governing documents need to be reviewed to ascertain the proper procedure for restructuring the officers and number on the Board.

It was also noted that Mr. Silengo was currently over \$24,000 delinquent in assessment payments on the units he had retained, and he had also been unresponsive to communications from accounting in this regard, including certified mailings. The Board requested a demand letter be sent regarding possible legal ramifications should the dues not be made current. Mr. Dunkelman offered to contact Mr. Silengo on this matter.

### **COVENANTS**

It was noted that the Developer had never turned over a full set of executed Bylaws to the Association. Ms. Rice was directed to contact the Developer's attorney who had drafted the Declarations and see if Bylaws were available.

### **BUDGET PROPOSAL**

The Board reviewed a budget proposal prepared by WPM, editing line items to reflect anticipated expenditures. Allocations to cover increased landscaping activities were particularly discussed, as was the concern that dues not be increased if at all possible. The prepared spreadsheet broke out allocations for commercial, residential, and garage categories; however, it was noted that this breakout was not truly applicable as many expenditures, such as for grounds and landscaping and capital outlays for painting, affected the value of the entire property and could not be logically divided into these categories..

The final budget proposal kept all dues the same and projected a fiscal year ending balance for the operating account of \$74,202.64 and \$12,786.60 for the reserves account.

**RESOLUTION: Upon motion made by Ms. Boyd, seconded by Mr. Dunkelman, and unanimously carried, the budget proposal was approved and will be presented to the membership for ratification at the October 1<sup>st</sup> Annual Meeting.**

### **COLLECTION POLICY**

**RESOLUTION: Upon motion made by Ms. Boyd, seconded by Mr. Dunkelman, and unanimously carried, the Board adopted the following Collection Policy:**

**Any owner delinquent in monthly dues or special assessments shall be assessed the following fines and penalties:**

1. **Owner shall pay a \$20.00 late fee for each 30-day period.**
2. **After 60 days, disconnection of cable T.V.**
3. **After 90 days, a lien filed against the unit.**
4. **After 120 days, the Board will be consulted to make a decision of foreclosure options.**

**Any charge to discontinue or resume cable T.V. service shall be the responsibility of the unit owner, not the Association. Any costs of collection for delinquent dues shall be the responsibility of the owner.**

**PAINTING PROJECT**

Per directives during the spring walk through, bids had been solicited to paint the following: all of Building A, the south side of Building C, and the south side of the Hot Tub Building, including decks, rails, and spindles. The Board affirmed their selection of Proff Painting to complete this scope of work for a bid of \$19,950.00; subsequently, the garage doors at \$169.00 each and a dumpster enclosure were added to the project.

Work was scheduled to begin on August 17<sup>th</sup>, but was delayed as the paint had to be re-ordered to properly match the buildings. Concerns were expressed that the project must be completed prior to the Labor Day Weekend beginning Friday, September 2<sup>nd</sup>.

**SNOWPLOWING**

Snowplowing last season by Premier Property Maintenance was done very early in the morning, i.e. starting at 4:00 a.m. Ms. Davis stated this was unacceptable for the residential portion of the community. Mr. Snyder will contact the contractor to request an alternative schedule, such as an early morning pass through and attention to the commercial lots with a return later in the morning for the residential side.

**ADJOURNMENT**

**RESOLUTION: Upon motion made and duly seconded, the meeting adjourned at 11:39 a.m.**