

**Lake Forest Condominium Association**  
**Board of Directors Meeting**  
**Saturday, March 10, 2012**  
**County Commons**

<b>Board Members</b>	Dave Haraway	305F	Bob Bruyn	205F
	Marshall Blaney	103C	Gary Cushner	101A
	Jude Kirk	304A		
<b>Others</b>	Bob Polich	Mountain Systems, Inc.		
	Mike Castaldo	Premiere Property Services		

The meeting was called to order at 12:06 PM by President Dave Haraway.

**Minutes.** *The minutes from the January 21, 2012 meeting were approved as written. (Blaney/Cushner,5-0).*

**Owner Comments.** No owners were present at the meeting. There was a discussion regarding interior unit remodeling and oversight by the Board. Owners are required to obtain architectural approval prior to any unit work. The Board oversight is intended to verify there are not common utilities or structural walls that may be affected by any work.

**Property Manager Report.** Mike Castaldo of Premier Property Services provided the property management report. Unit 304D has reported the hot water heater pilot light problem that has affected some owners in the past. The Board had previously authorized some test changes in the venting in other units that did not improve the problem. Mike reported there is a new style sealed hot water heater that might address the problem that owners may wish to consider when replacing their hot water heater. The pilot light was an inconvenience, but it was not a source of carbon monoxide as reported by the owner's plumber. Except for the lower level lighting in Buildings A-D, all of the LED light bulb replacement has been completed. Mike explained the problems in the lower levels that do not have suitable fixtures and the solutions being investigated. Mike was obtaining bids for LED bulbs at the Spa area and the entry chandeliers in Buildings E-F. Maintenance on the hot tubs is underway to address the high usage of chemicals reported at the last meeting. The UV treatment lights were replaced. The bulbs should be replaced annually. The PVC piping system is being flushed out to remove sediment. There was a garage roof leak discovered that has been repaired.

**Line of Credit.** Obtaining a higher line of credit balance through Alpine Bank required ownership approval of the pledge of income. A sample ballot question was provided to the Board for review. There was a discussion of the benefits of the credit line compared to the flex borrowing offered by the Bank of the West. *A motion was approved by the Board to proceed with the ballot question to the ownership to obtain the line of credit from Alpine Bank for \$200,000. (Cushner/Blaney,5-0).*

**2012 Projects.** The Board confirmed their intent to complete the Building D foundation drain excavation as soon as possible and to have the parking lots seal coated prior to the annual meeting. There was a discussion of the budgeted \$30,000 in landscaping work on the lower garden areas at the lake level of Buildings A-D. The garage flat roof replacement was budgeted in 2013. *The Board approved a motion to replace the mulch in the lower garden areas prior to the annual meeting at a cost not to exceed \$5,000 and to defer any other upgrades of the garden areas. (Cushner/Blaney,5-0).* The Board felt it was prudent to move the 2013 garage flat roof

replacement to this summer pending if it could be scheduled by Turner Morris and the bank financing was available.

**Financial Report.** Bob Polich had provided to the Board a financial summary for January. Including estimates for February, the actual expenses year to date are as budgeted. Three owners were 30 days overdue on assessments payments. None were considered a collection problem. 37 owners prepaid the 2012 dues in advance that allowed a 4% discount.

**Insurance.** The Board was provided with two insurance proposals via email prior to the meeting. The existing insurance renewal was slightly below the cost of the coverage last year. A proposal from Farmers Insurance was at a lower cost. Both companies offered quality insurance, but the existing coverage through Firemans Fund and Travelers was felt to be superior coverage. *The Board approved the renewal of the insurance package at a cost of \$18,369 through the Neil-Garing agency. (Cushner/Blaney,5-0).*

**Next Meeting.** The next Board meeting is scheduled for Saturday, May 19, 2012 at 12 PM. The date was originally tentative depending on the need to meet. At the time of the meeting, the Board felt it should still remain as scheduled. The annual meeting was scheduled for Saturday July 7, 2012 at 3 PM. There would be an owner's potluck following the annual meeting at the spa area at 5:30 PM.

**Pet Policy.** Gary Cushner provided an updated pet policy for consideration of the Board. The Board discussed the policy. The Board would continue to review the policy with the intent of presenting something to the ownership at the July annual meeting.

**Email Discussions.** There was a discussion of the board regarding the use of email to make major decisions. The use of email was allowed by the documents of the Association. It was felt some adjustments, including telephone calls, could be used to enhance the communication of data to board members on any question that it was felt should be decided prior to a scheduled meeting of the board.

The meeting was adjourned at 2:20 PM.