

**Apple Valley Condominium**  
**Trustee Board Meeting @ the Clubhouse**  
**August 21, 2014 @ 6:30 PM**  
**Minutes Prepared by Mary Lou Kirkpatrick**

**Present:**

Dick Shiers  
Mary Lou Kirkpatrick  
Jack Hansen  
Mark Seligman  
Myron Rothenberg  
Ron Hornung, Lorell Management

**Homeowners:**

Fay Myers

**Owner Presentations**

None

**Secretary's Report**

The minutes of the July 17, 2014 board meeting were unanimously approved by the board. The board discussed the current call log. In preparation for the upcoming annual meeting (October 16th--date of the regular board meeting), the board asked Ron to send Mark the cumulative call log in Excel format for the past year, to have available should questions or references come up at that meeting. Mark will sort and compile statistics, etc., in preparation for that meeting.

**Treasurer's Report**

- **July financials:** The board discussed the financials, with focus on special project information. There was discussion about the adequacy of reserve funds and forthcoming projects. The Engineer's Report is to come, and will guide the board in this regard.
- **Draft 2014-2015 budget review:** Ron included his draft 2014-2015 budget spreadsheet in the handout packet. He explained the budget finalization process for the benefit of the new board members.
  - Items of potential increase include (1) the Lorell management agreement (has a termination clause, not an expiry date), and(2) insurance expenses (changes expected because of changes in the industry; our policy expires June 1, 2015 and our agent plans to bid our insurance contract out to various carriers for quote).
  - Ron explained the building painting and deck refinishing budget items; he proposes (1) to move **adequate** funds out of operating expenses and into reserves for any non-paint year as a more accurate representation of these **costs on a year-by-year basis**, and (2) to change building painting from a 5-year to a 6-year plan, based on quality and longevity of the painting from the past 5-year cycle. Ron will update the spreadsheet to split the deck refinishing from the building painting; in addition to these changes, the board will discuss an accelerated cycle for the decks, and possible unit-owner responsibility.

- Ron will update the draft budget spreadsheet and send to board members by early week of August 25th. The board agreed to meet for a special budget session on Wednesday, September 3rd at 6:30 PM at the clubhouse.

### **Manager's Report**

- **Bollard light installation:** Project is complete in all cul-de-sacs, and all wiring problems have been resolved. Ron said that the 54 bollard-light project was \$20,000; he has 4 extra lights, and the board said that he should order more for eventual replacements. At Ron's request, Jack as treasurer signed the check for transfer of funds from one account to another for the lights.
- **Tree removal:** Project will be addressed by a walkthrough next week with Ron by Sharon Tree; trees very near the buildings need to be removed.
- **Shrub replacement:** Ron is dealing with the shrub replacement proposal by NatureWorks; the current proposal is not accurate (does not split between/among LOL, AV, and MF, and fails to include replacements under warranty). Ron will send the final proposal to the board for approval of funds once he has it.
- **Lawn maintenance:** Ron mentioned that he plans to send out for bid lawn maintenance for next year. **The Board will review the specifications for the landscaping prior to obtaining bids to ensure that the landscaping will done in a manner that will meet our expectations.** We plan to re-engage this contractor for the snow removal part of the contract because we are happy with that.

### **Other Business**

Ron will check about the status of the AV content and info hosted on the Lorell web site; the content (minutes, financials) needs to be brought up to date. The white vs amber lighting situation on main Apple Valley is unchanged.

### **Adjournment**

Meeting adjourned at 7:35 PM. The next meeting is September 18, 2014 @ 6:30 PM at the clubhouse.