

APPROVED

DARBY ESTATES CONDOMINIUM ASSOCIATION OPEN MINUTES SEPTEMBER 18, 2017

The Board of Directors met on Monday, September 18, 2017 in the club house. President Erin Christopher called the meeting to order at 6:32 P.M. and welcomed the owners. She then introduced our newest Board member, Tom Martin, filling out the remainder of Mona Hansen's term for 2017 and Teresa Bosteter our new manager from Windermere Property Management Company.

Secretary moved that the agenda be accepted, seconded by Kat Carroll. Motion passed.

President Erin called on Caleb Clapp to give us our financial report with information provided to him by David Long as of August 31, 2017. Caleb stated our financial figures are better this month. The unpaid over three months are down a little but total assets are up. We are looking at a draft budget, a financial audit and reserve study in the near future.

Windermere Management Report:

Unfinished Business:

The majority of the parking lot has been restriped. Some spaces were not painted because Darby's stencil for painting "RESERVE" on the concrete in the covered parking was borrowed by Access and not returned. We are in the process of having a new one made so we can finish those spaces and the few curb numbers that were missed.

We do not have a status of the work orders, repairs to the concrete wall, or the Darby thefts.

Cheryl Grass reported that Corion will be conducting fall fertilizing and the sprinkler system is off.

Kat reported that the Block Watch program is moving along and the Board has voted to purchase stickers for all our entrance doors.

The rewrite committee of our Rules and Regulations will resume after the Board finishes with the 2018 budget and other time sensitive issues the Board is working on.

Erin reported on the garage sale and BBQ and stated that we hope to make this an annual event.

New Business:

Caleb reported that we will be working on the 2018 Budget as well as putting out for bid a financial audit and Reserve Study.

Kat reported that Evergreen Lighting is evaluating our lighting system to find ways to make them more efficient.

Owner Input:

- 1) The question was asked what would happen if September dues were collected by both Access and Windermere Management Company? Teresa assured that if double dues were accidentally collected they would be refunded.
- 2) Question was asked if there will be a meeting with the owners to discuss the proposed budget prior to the annual meeting? Yes, there will be.
- 3) Wants to know what the management company expenses are and what are they going to do for us as owners? Will there be questions and answers with the management company in the future? Teresa told us there will be a website ready in January that will close the communication gap.
- 4) Who owns the screens on our windows when they are damaged? COA owns the doors, windows and the screens. Will there be painting of the patio/balcony doors? This will be put on the "wish list for next year because maintenance budget is already low and we have three more months to go.
- 5) If problems arise during the weekend, who do we call? Windermere has a 24/7 phone number and a repairman.
- 6) The question was asked why do the BOD and Management need copies of the renters leases in Darby units? We do not need to know what amount of rent you are charging (black that part out). We do need to know who, how many adults, how many children and how many pets are in each unit. This is necessary in case of a disaster (fire, flood or etc.) so we can completely evacuate the building(s).
- 7) When will the mirror be installed, TV moved, new signage, and the fall instruction meeting be announced for the fitness center? These items are on our list to be completed as soon as we have free time from the priority of hiring and getting our new management company up and running.
- 8) Owners names are not listed in the minutes because of the Privacy Act.

This concluded our business. Thelma made the motion to adjourn at 7:07 P.M. It was seconded by Kat and the motion passed.

NEXT OPEN MEETING: OCTOBER 16, 2017 AT 6:00 P.M.

Respectfully Submitted,

Thelma H. Darling
Secretary