

Camelot Townhomes Association, Inc;
Board of Directors Meeting
Tuesday, November 19, 2019 at 6:00 PM in the Party Room

Members present Barbara Lewis, President; Bill Maynard, Vice President; Jay Dea Brownfield, Secretary; Rick Gleichauf, Treasurer; and Rhonda McCay. Absent: Claudia Marrufo. Stefanie Vilchis-Konze, Karen Pharr, Rebeca Padilla representing management.

A quorum was established, Barbara recognized the resident of Unit 18:

She had the following concerns

- Homeowners feel like their concerns/needs are not being addressed by the Board. They are afraid to approach Board.
- The Board needs to show more transparency with the budget spending and exercise their fiduciary responsibility.
- The gate has cost too much, we've lost security, which is why most residents had wanted to live here.
Barbara expressed her concerns.
- The Board is always willing to listen to residents.
- We have monthly Board meetings and three (3) Budget meetings which always address our spending.
- We are working to fix the gate problem. A new contractor has been hired.

The meeting was called to order at 6:20 pm. A motion was made and passed to accept the consent agenda.

REGULAR AGENDA

Cliff Hangers Committee – Three contractors have been asked to deliver quotes for the Cliff Hanger project. Once received, the Board will meet to review the quotes before moving forward. BioRemedies continues to work on the 6-inch lines and expect to be done by December 2019.

Landscape Committee– Bob Niland reported on the committee process and noted that the arborist, Vern Autrey, has been out to identify the need for feedings and treatments of the plants and trees for the winter. A motion was made and seconded to approve the quote presented by Vern Autrey to do the winter deep root feeding. The motion passed.

Design Committee – Rhonda McCay stated that the office renovation is underway. The windows have been replaced, furniture and light fixtures have been ordered. Work will continue this week on the tile and painting. The committee hopes to address signage and lighting in 2020.

Financial Report – Rick Gleichauf reported on the financial status to date, reminding the residents of the final budget meeting on December 5th at 5:30 PM. at Camelot. A motion was made, seconded and passed to accept the report as presented.

Business

- HVAC Party Room/Office/Maintenance: Quotes have been received and the breakdown was reviewed. The board asked that more information be obtained regarding the seer ratings of the units and an e-mail vote will be done once the information is compiled.
- Office Technology -A meeting is scheduled with Makios, ASC and Security Pros for Wednesday (11/20/2019) to coordinate the operation/installation of the gates, phone system, and cameras Rebeca, Karen and Stephanie will attend the meeting.
- Gate Update – ASC is in the process of replacing the motors and making any repairs to the gate system. Work is expected to be complete by the end of the week.
- Insurance Renewal - Our commercial property insurance has been renewed. We have chosen to go with Colony Insurance for coverage. Policy cost - \$88,070/year or \$6,524.49/month.
- Owner Concerns –
 1. Washer/Dryer request from Unit 137: The proper documentation was not submitted by the owner; the vote was tabled until the owner presents all the information required
 2. Ramp request – The Board reviewed the prototype (photo) submitted by the owner of Unit 121 for a ramp between Units 87 and 89. Concerns were voiced regarding ADA compliance and the owner will be asked to re-submit with plans for an ADA compliant ramp. The ramp would be done at the owner's expense.
 3. Annual Meeting – Set for December 10, 2019 at 6:00 p.m. All members reminded of the importance of turning in the proxy to obtain a quorum and not need a second meeting on December 12th. This cuts costs and time involved by Board and residents.
 4. A gift box is in the office to allow members to place in monetary gifts for the maintenance staff over the holidays.

The meeting was adjourned to Executive Session at 7:15 PM. The board approved waiving one late fee; Approved a Thanksgiving gift and Christmas bonuses for the maintenance staff and on-site manager; Appointed the nominating committee.

Return to regular session at 9:05 PM and adjourned.

Respectively submitted,
Jay Dea Brownfield
Secretary