

Cobblestone Condominium Association Meeting – Minutes

June 19, 2010

Bill Hyde, Secretary

In attendance or represented at Workday: Joe and Kallene Casias, Dori Cremer (Jill Conway), Gavin Campbell and Sabine Garvey, Joyce Dierauer, Randy England, Rick and Sheryl Hobbs, Tim and Leslie Payne, Marge Seabourn and Bill Hyde, Brian and Erika Shorter, Rick and Renee Spiess, Audrey Woo.

Not present/not represented at Workday: Stephanie Ford, Toni Moen and John Griffin, Rocky Mountain Bible Church.

Voting at Annual Meeting: Joe and Kallene Casias, Gavin Campbell and Sabine Garvey, Joyce Dierauer, Randy England, Rick and Sheryl Hobbs, Tim and Leslie Payne, Marge Seabourn and Bill Hyde, Brian and Erika Shorter, Rick and Renee Spiess, Audrey Woo.

Present at Meeting but not voting: none

Not Present or Represented at Meeting: Dori Cremer, Toni Moen and John Griffin, John Kane, Rocky Mountain Bible Church, Dianne Stuhr.

Pre-meeting Activities

- Presentation of written proxies to the CCA Secretary
- Certification of those eligible to vote

Administrative Items and Points of Order

- Meeting called to order at (approximately) 2:10 PM by Audrey Woo.
- Roll Call and Assessment of Penalties as needed
 - The membership unanimously decided that it was appropriate to assess a penalty of one month's dues to be paid by the owners listed above as not being present or represented for the workday.
- Additions and Revisions to agenda
 - None
- Approval of previous meeting minutes
 - Minutes were approved with the following corrections:
 - No corrections.
- Announcements
 - Be sure to review and update the association membership address list
 - Be sure to review and update the association renter information list
 - The association documents are available on the web page:
<http://www.cobblestonefrisco.com/>
 - Bill Hyde: Clean up the documents directory and archive or delete old stuff as appropriate
 - Current Board and term expirations
 - President: Audrey Woo (term expires 2012)
 - Vice-President: Joyce Dierauer (term expires 2012)
 - Treasurer: Rick Hobbs (term expires 2011)
 - Secretary: Bill Hyde (term expires 2010)
- Announcements and Items from the Chair
 - Officer Elections:
 - Audrey is selling her unit and resigning as association president
 - Brian Shorter was elected as the new association president with term to expire at the end of the 2013 annual meeting.

- Bill's term as secretary expires today
 - Bill Hyde was re-elected as the association secretary with term to expire at the end of the 2013 annual meeting.
- Landscaping Matters: We can decide whether to keep the status quo, clean up borders and create some interest on a portion of the property (wildflowers along the berm, large stones in some of the unruly corners, etc. to the extent we want) keeping the rest of the property status quo, or fully landscape the property. The proposal, breaking down costs of the various ideas, is available online in the folder <http://www.cobblestonefrisco.com/csa/documents/Workday2010/>, and can be accomplished in several phases over several years as desired. John Kane is working on getting the grass to grow as best as he can, minimizing expense.
 - Xeriscaping will be even more expensive than the most expensive proposal and will take several years. General consensus is that it's not worth it for the short summer season as long as we can get the grass to grow.
 - John Kane proposed that we get an underground sprinkler system. The consensus was to continue with the present lawn and to get John to continue to water with the timers.
 - The group approved Audrey's proposal to get a sign with doggie bags for the back yard to cost approximately \$100.
- Driveway: Owners will vote on whether we should have the driveways professionally re-done, when it should be done and delegate whom will have responsibility for obtaining quotes and following up.
 - Randy England will take charge of the driveway rehabilitation project. He will find out what needs to be done to rehab the driveway and what a recurring cost for continuing maintenance will be. Randy will send out the proposal in email and we will vote on it via email.
- Painting: We are overdue for painting for the walls and the trim both.
 - Brian Shorter will look into contacting Joe the painter and get things moving.
- Mold remediation: Owners will vote whether or not to approve. The proposal from a reputable contractor is available online in the folder <http://www.cobblestonefrisco.com/csa/documents/Workday2010/>. We received another proposal that was less expensive but the contractor was reputed to be not reliable.
 - Insurance may cover this. Randy and Dori's units definitely have mold in the crawl space. United Drying/Kinder Carpet is a reputable contractor.
 - Randy will take on the responsibility to get the crawl spaces over the upstairs units inspected and remediated as necessary. The association will pay for the remediation. It will include the installation of vents for all upstairs units in both buildings.
- Cobblestone Rules and Regulations: Owners will discuss any proposals for amendments.
 - No proposals.

Action Items from Previous Meeting

- Audrey Woo: Determine what legal options the association has with regard to dealing with owners who have tenants who are being disruptive [Done]

- Bill Hyde: Add renters names, phone numbers, cars to web site [Done, owners need to update]
- Bill Hyde: Check and see when the fire extinguishers need to be serviced [Being handled by John Kane company]
- Bill Kirkhoff: Investigate getting the company that did the sprinkler system work for the church to give Cobblestone a bid for doing it for us [Handled under “landscaping matters” above]
- Marge Seabourn: Arrange for Pine Beetle spraying and ask the spraying company if they can do anything with the Aspens which are looking poorly. [Done]
- Marge Seabourn: Turn unit keys over to Audrey. [Done]
- Rick Hobbs, Joe Casias: Investigate contracting out the property manager function [Done. Contracted out to John Kane company]
- Rick Hobbs: In consultation with Dianne Stuhr, take necessary action to move an appropriate amount of money from the reserve account into CDs – Kaleen will follow up.
- Unassigned [was Jack Sullivan]: See about refreshing the bid to replace the flashing and bottom panel of the garage doors. – Brian will take this.
- New: Audrey to transfer keys to John and get John’s contact info to the assn.

New or Continued Action Items

- John Kane: Ensure that the fire extinguishers are serviced and updated as necessary.
- John Kane: Get the pine trees sprayed this summer.
- Rick Hobbs: In consultation with Dianne Stuhr, take necessary action to move an appropriate amount of money from the reserve account into CDs – Kaleen will follow up.
- Brian Shorter: See about refreshing the bid to replace the flashing and bottom panel of the garage doors.

Reports

- Financial Report – Dianne Stuhr
 - Status of dues, assessments, reserve account, and investments:
 - Dianne was not present at the meeting
 - Bill Hyde will ask Dianne to submit any pertinent information for inclusion in these minutes.
- Property Maintenance Report – John Kane
 - John was not present at the meeting
 - Bill Hyde will ask John to submit any pertinent information for inclusion in these minutes.

Old Business

All handled as a part of sections above.

New Business

- Workday Report - All
 - Various files from the 2010 workday are collected in the folder <http://www.cobblestonefrisco.com/csa/documents/Workday2010/>:
 - NeilsLunsfordLandscapeProposal20100518.pdf
 - ReceiptsFromWorkday20100619.pdf

- UnitedDryingMoldRemediationEstimate20100524.pdf
- WorkdayExpenseTally20100619.xlsx
- WorkdaySignInSheet20100619.pdf
- The running list of condo cleanup items is attached later in these minutes.
- The following table has the list of items purchased and the prices for the 2010 workday.

Date	Purchaser	Vendor	Items	Price
6/15/2010	John Kane	Bighorn Materials	Driveway Sealer, 13@20.99, 12@15.49	494.42
6/17/2010	John Kane	Bighorn Materials	Rollers, Blacktop Sealer, Driveway Brushes, Paint Brushes, Paint, Weed-B-Gone	501.52
6/19/2010	Kallene Casias	Bighorn Materials	Driveway Sealer, 10@15.49	166.94
6/19/2010	Kallene Casias	Bighorn Materials	Return Driveway Sealer 4@15.49	66.78
6/18/2010	Audrey Woo	Wal-Mart	Plants	76.98
6/19/2010	Erika Kloppel	Wal-Mart	Garden Supplies	40.16
			Total	1,346.8

- Set Next Summer Meeting Date and pick Workday coordinators – All
 - Saturday, June 11, 2011, Kalene Casias will organize the workday
 - 8:30am-6pm with meeting 2pm-4pm, lunch on your own
 - Please reserve the entire day for workday items

The summer 2010 meeting was adjourned at 3:49 PM. The next workday and association meeting will be on Saturday, June 11, 2011.

Maintenance Cycle (included as a matter of record).

Our building maintenance plan runs on a 3 year cycle

- 2006 – Stain building and/or Paint trim
- 2007 – Seal driveway
- 2008 – Stain Building (skipped per painter's recommendation)
- 2009 – Stain Building and Paint Trim (not done due to painter's workload)
- 2010 – Seal driveway, stain building, and paint trim

Other Annual Maintenance Items

- Service fire extinguishers (property maintenance contractor)
- Spray trees for pine beetles every Summer (property maintenance contractor)

Condo Cleanup Items (running list)

- Clean and seal the decks and wooden deck furniture
- Clean, fill and seal the driveway (every 3rd year)
- Repair holes/fill cracks in driveway as necessary (every year)
- Cut down any dead trees/bushes/etc.
- Cut bag worms and parasites out of trees
- Weed flower beds, mulch, and plant new items as necessary
- Weed eat as needed
- Scout property for noxious weeds (e.g. false chamomile, yellow toadflax, spotted knapweed, Russian knapweed, diffuse knapweed, leafy spurge, dalmatian toadflax, hoary cress, perennial pepperweed and Chinese clematis) and remove.
- Tighten roof screws as needed; inspect roof; repair/replace snow fence parts as needed
- Clean hallways; repair cracks and paint hallways as necessary
- Repair and Replace deck furniture, rails, and boards as necessary.
- Clean the windows and doors in the two 8-plex breezeways and one 4-plex breezeway