

**Atwater Commons Condominium Association
Board of Directors Meeting
General Session Minutes
Tuesday, March 05, 2024 @ 2:00 PM**

Board Members Present:

Karen Morgan (KM) – Vice President
Joe Iacobelli (JI) – Treasurer
Clark Bailey (CB) – Board Member

Jim Dafoe (JD) – AMI Sr. Community Manager

Location: via Zoom conference call

The General Session Meeting was called to order by (JI/KM) at 2:06 PM

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Motion: Approval of General Session Meeting Minutes from **January 18, 2024** as submitted.
Motion by (JI/KM), all approved.

There was review and discussion of the January 2024 Financials including but not limited to the following; Reserve Account Funds, First Citizens Bank \$110K CD (expires 8-11-2024), Legal Charges and Work Orders. Major expenses were Snow Removal - \$4,400, Exterior Building Repairs - \$2,838, Insurance - \$1,323.

Motion: Approval of **January 2024** Operating Statement. Motion by (JI/KM), all approved.

Old Business:

- Crabapple Tree Trimming/Removal (10) – (KM) confirmed that this work was completed to satisfaction.
- Governing Documents Revision – No new news was reported. (JD) called Jeff Volmer on 2-29-2024 to see if he received a response from Tony Randazzo of Randazzo Builders regarding the Bylaw revisions. Jeff Volmer reported that Randazzo’s attorney was still reviewing the Bylaw revisions. (JD) to follow up.
 1. Previous meeting notes: The Board reviewed the Bylaw revisions with Jeff Volmer of the Makower law firm on 8-17-2023. The next meeting with Co-owners can only take place if the attorney reaches an agreement with Tony Randazzo of Randazzo Builders, due to number of votes.
 2. Attorney Jeff Volmer sent an email (letter) to Anthony Randazzo with Randazzo Builders on 9-14-2023 making him aware of the proposed changes to the Association Bylaws. Jeff Volmer is waiting on the builder’s response.
 3. (JD) informed the Board that as of 1-19-2024 Anthony Randazzo is still reviewing the Bylaw revision documents. The Association must wait for his approval before scheduling a Co-owner meeting to discuss the revisions.
- Tree Request for Removal (388 Newton Ct. - Brian Wice) (Board Decision) – (JD) wanted to know if the Board members had decided about the two (2) pine trees that the neighbor requested removed.
 1. (JD) inspected the trees, took pictures, and requested a bid from Brad with Staco Resources.
 2. The Board members want to review the bid for the tree removal, and had already decided to inspect the trees during their Spring Walk.
 3. The Board is also waiting to have the property line pins/markers staked along the Eastern boundary. This will identify the Atwater Commons property line.

New Business:

- WO XN-27611 Garage Door Repair (Completed 2-27-2024) – The Board informed (JD) that under the communities Rules and Regulations, the garage door “mechanisms” are a Co-owners expense. The Board agreed to adhere to the current Rules, and that garage door work at 117 Evergreen Trail should be charged back to the Co-owner. During meeting, the Board confirmed that the garage door at 117 ET is currently damaged, which may have been the cause of the faulty mechanisms.
- 149/157 Emerald Chase – (Mechanical Room Drain?) – The Board informed (JD) that the Association paid for an LPS invoice that stated that a leak started in the mechanical room floor drain in 149 Emerald Chase. The Board discussed how this type of maintenance issue was always a Co-owners expense because they are caused by a clogged drain pipe. The Board agreed to adhere to past practices and that the LPS invoice should be charged back to the Co-owner of the upper unit.
- Board Should Receive Lease Prior to Tenant Moving In – The Board requested that all new leases be reviewed prior to someone moving into the community, in accordance with the Rules and Regulations.
- What Closet is Phase II Paint Cans in? (Will be Building C) – (JD) informed the Board that he has the Phase #2 Paint from U&S Painting in his office, and he will put the cans in the Fire Suppression Room. (KM) asked if they can be put in Building E (Evergreen Trail). (JD) also informed the Board that Joey Smith of U&S now works for the Supreme Building Solutions.
- Tree Removal (2) (West Side of Property?) - (JI) made the correction that the trees are on the East side of the property, and that they were discussed under “New Business” earlier in the meeting.
- Hunters Irrigation 2023 Contract (None) – The Board wanted to confirm that Hunters Irrigation’s final bill was paid and that Brad Schick with Staco Resources is going to service the irrigation system in 2024. (JD) confirmed that the final bill was paid, that Brad was going to service the irrigation system, and that there was no contract necessary for this service.
- Karen's Items (List?) –
 1. Fire Suppression Closet Heaters – (KM) stated that heaters are rusted, and were previously approved for replacement. (KM) submitted a Work Order to replace the heaters in all closets, but it has not been done yet. Board agreed to inspect the heaters during the Spring Walk.
 2. Spring Walk – Scheduled for Wednesday, May 1, 2024 at 9:00 AM.
 3. (JD) asked if Brad Schick should join the Spring Walk, the Board agreed yes.
 4. Spring Walk List – Add Outdoor Lights, Suppression Closet Heaters, Bush Replacement.
 5. (JD) asked if Board wanted to install mulch in March. The Board declined and agreed to wait.

General meeting adjourned by (JI/KM) at 3:31 PM.
Move to Executive Session.

The next HOA Board Meeting is scheduled for **Thursday, May 16, 2024 @ 2:00 PM** (Zoom Call).
The Spring Walk is scheduled for **Wednesday, May 1, 2024 @t 9:00 AM.**

General session minutes respectfully submitted by Joe Iacobelli on 3/17/2024.