

## **Baldwin Grove Condominium Board Meeting Minutes May 15, 2018**

The Baldwin Grove Condominium Board of Directors meeting was called to order at 7:02 p.m.

The following Board Members were present: Judy Kostelnik, Chuck Kelleher, Kim Chisolm, Ann Durham, Linda Thel

### **Open Forum**

Gail Harman, Eric Blomquist, and other committee members attended the meeting and were present for committee discussions.

Judy mentioned a problem with vehicles parking in the loading dock on Sundial Court. Management will check for vehicles in that location after the meeting and place a tag on them to be towed if any are found.

A resident commented on a problem with cleaning at Building 7. She noted that the cracks in the breezeway floor were not clean. She also noted that a piece of plastic had been laying there for weeks and that generally the area was dusty. Management will contact the cleaning crew.

A resident mentioned a problem with the gutters at 1377 and 1334 Garden Wall Circle. Management noted that a ticket has already been submitted for some buildings, but suggested having KGS perform an evaluation of all the gutters throughout the community. The Board agreed.

The residents present discussed exterior paint colors. Management explained that there is no paint color palette on file. Contractors working for the Association take a small sample of existing paint and have a local retailer color-match it. Gail noted that one of the exterior colors is Light Beige.

The residents and Board members discussed issues with disposal of bulk and prohibited items, such as paint cans. Eric will place a note in the newsletter reminding residents to contact the trash company to schedule proper disposal for those items.

The Board asked Management to remove a dryer vent cleaning service flier and the fire marshal testing notices from the bulletin boards. The Board also asked Management to have maintenance remove the cinder blocks in the loading dock on Sundial Court.

### **Review of Minutes**

The April 2018 Board meeting minutes were reviewed. Chuck motioned to approve the April 2018 minutes as written. Kim seconded the motion, all were in favor, and the motion passed unanimously.

### **Old Business**

The Board reviewed the utility bills. Management advised that the reason one of the security phone line bills was so high was due to a different plan type. That line had an unlimited plan rather than a local plan like all the others. Management changed that line's plan to local, call-out only and changed all of the plans to a two-year plan instead of month-to-month. Each bill will be approximately \$70 per month versus \$100 per month. The Board reviewed the water chart and asked Management to send an excess water usage notice to the residents of 1344 Garden Wall Circle. The Board also reviewed the operational calendar. The Board asked Management to provide GL reports for electric, water, and snow removal.

### **Committee Reports**

Landscape Committee – Gail Harman discussed the landscape walk that took place in April with Shenandoah Landscaping to review potential projects. Shenandoah is working on proposals for all the projects that were discussed. These proposals will be reviewed at the July board meeting. Ann noted that there is no grass in some areas by her building and asked the committee to look into that and add it to the

list of projects. Management will also ask Shenandoah to provide the date that they plan to aerate and seed (usually in the fall) so the Board can be informed of the date.

Newsletter Committee – Eric Blomquist confirmed that the committee is working on the second issue of the newsletter to be distributed in the next month or so.

Communications Committee – Eric Blomquist advised the Board that he determined a Google group would be the best way for residents to communicate with each other. Eric is working on setting up the group and will coordinate with Management to have residents' email addresses added to the group.

### **New Business**

The Board reviewed a statement of loss for the roof damage from their insurance company. Linda motioned to accept and sign the statement of loss. Chuck seconded the motion, all were in favor, and the motion passed unanimously. The Board confirmed their intent to have six building roofs replaced at one time this year using the insurance funds, which will require some reserve expenditures to cover the deductible and depreciation amounts.

The Board reviewed proposals from NOVA Painting for exterior renovations of two buildings, 1344 and 1334 Garden Wall Circle. The Board asked Management to have NOVA Painting provide an opinion on which building has the highest percentage of rotted wood. Judy motioned to approve the estimated cost (\$27,975) of renovating whichever building is deemed to have the highest percentage of wood rot, with the intent to evaluate costs when the work is done and potentially approve the building with the second-highest percentage of wood rot this year as well if costs are not too high. Kim seconded the motion, all were in favor, and the motion passed unanimously.

The Board asked Management to obtain additional bids for sump pump installation in the window wells. The Board also asked Management to find out where the water would be pumped to.

The Board reviewed a proposal from Virginia Sprinkler Company for the 5-year inspection of the sprinkler and fire systems. Judy motioned to approve the VSC proposal in the amount of \$5,420. Linda seconded the motion, all were in favor, and the motion passed unanimously.

### **Executive Session**

The Board entered Executive Session at 8:49 PM to discuss delinquent accounts and sensitive correspondence.

A request for dryer vent cleaning exemption was reviewed. The Board asked Management to find out when the last cleaning was performed. Management will email the information to the Board.

An application for front door hardware was reviewed and disapproved because it did not match the color of door hardware throughout the community.

A second dryer vent cleaning exemption request was reviewed and approved because the dryer specifications were provided to prove that the dryer does not have a vent.

### **Adjournment**

The meeting was adjourned at 9:17 PM.