

Baldwin Grove Condominium Board Meeting Minutes September 18, 2018

The Baldwin Grove Condominium Board of Directors meeting was called to order at 7:12 p.m. The following Board Members were present: Judy Kostelnik, Chuck Kelleher, Ann Durham, Kim Chisolm

Open Forum

- The owner of 1323 Garden Wall noted that their gate is rotten and a bottom piece is loose. Management will place a work ticket with KGS for repairs.
- Management discussed the status of exterior renovations at 1344 Garden Wall Ct. with the residents.
- An owner asked about installing new flooring and Management explained the process for requesting approval from the Board.
- The owners of 1347 Garden Wall noted that they have an accumulation of water by the drain by their steps. Management will ask KGS to look into this.
- The owner of 1330 Garden Wall noted that rain blows onto his balcony. The Board advised that there is not much that can be done about that. The owner also requested a recommendation for a dryer vent cleaning company and Judy provided one.

Review of Minutes

The July 2018 Board meeting minutes were reviewed. Judy motioned to approve the July 2018 minutes. Kim seconded the motion, all were in favor, and the motion passed unanimously.

Financials

Judy motioned to approve the July and August 2018 financial statements. Ann seconded the motion, all were in favor, and the motion passed unanimously. The Board reviewed CD & Money Market rate sheets but decided to table the matter until the next meeting as they believe rates might increase by then. Management will insert updated rate sheets in the next meeting package.

Old Business

- The Board reviewed the utility chart. Management provided an update on the excess water usage notices sent to the residents of 1344 Garden Wall Circle.
- The Board also reviewed the operational calendar. The Board noted they would like window well cleaning to take place in late November or early December once all of the leaves have fallen.
- The Board asked if one of the three contracted leaf removals could take place in October. Management will ask Shenandoah.
- The Board reviewed the proposal from MD Contracting for concrete sphere repairs with answers to their questions. Chuck motioned to approve five sphere repairs in the amount of \$3,125. Ann seconded the motion, all were in favor, and the motion passed unanimously.
- The Board noted that the turf renovation was completed by Shenandoah although Management asked them to wait until the watering proposal was reviewed. Management will look into this.
- The Board asked Management to add a note to the annual calendar to review the pergola flower proposal in January because the flowers that a resident installed have died.

New Business

- The Board reviewed a proposal from Shenandoah for watering the turf renovation areas. Ann motioned to approve the watering in the amount of \$3,500. Judy seconded the motion, all were in favor, and the motion passed unanimously.
- The Board reviewed a proposal from Shenandoah for comprehensive tree trimming throughout the community. Ann motioned to approve the proposal in the amount of \$5,280. Judy seconded the motion, all were in favor, and the motion passed unanimously.
- The Board reviewed a proposal from Shenandoah for tree removal at 1332 Garden Wall. The Board agreed to table this proposal because the tree is not dead.
- The Board reviewed and signed the 2017 tax returns.

-Judy motioned to ratify the unanimous email vote to approve PSE and DAF Plumbing costs for sump pump installations (PSE will charge \$1,098 per pump for electrical work and DAF will charge \$2,450 per pump for the pump installation). Ann seconded the motion, all were in favor, and the motion passed unanimously. Management will authorize the work for the units that have been affected by frequent window well flooding; approximately 10 units/window wells at this time.

- The Board reviewed sample parking policies from other communities. Management will obtain a parking resolution draft from Chadwick Washington.

- The Board reviewed the draft 2019 budget. The Board would like Management to provide a revised budget showing a 5% increase in dues to increase reserve contributions.

-The Board reviewed the draft 2018 annual meeting notice and authorized Management to send it.

- The Board reviewed a letter from Goldklang Group. Judy motioned to approve the following deferred assessment resolution: The Association elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion. Ann seconded the motion, all were in favor, and the motion passed unanimously.

Executive Session

The Board entered Executive Session at 9:01 PM to discuss delinquent accounts and sensitive correspondence.

Adjournment The meeting was adjourned at 9:15 PM.