

Birchbrook Manor Condominiums Hoa

Manager's agenda- board meeting

January 17, 2017

Call Meeting to order

Owner visits: none expected

Vendor Visits- Eric Thurman –contractor for strom damage

Approval of prior Meeting Minutes- a copy of the BOD meeting held briefly before the annual was unavailable. A copy of the un approved 9/20/16 meeting minutes is BOD approval needed.

Accounts Receivable/collections- as of 12/31/17

██████ is behind on HOA dues

██████ collections

Unfinished Business:

-Front entry tile work-slip hazard and getting chipped and cracked- ████████ story of ankle issue

Inquiries provided by owner of ████████; see copy in the January 2017 report. ████████ raised- will the board agree to add to do stripping for the east parking. Unit ████████ is a guest parking space. He would like for it to be suggested that it is not for regular parkers. ████████ needs to be sent a letter to not have regular usage.

Bill wants to request a list of owners.

NEW BUSINESS

- Job #821- pool tile replacement or repair? BOD decision needed. Motion to do the tile in the pool in 2017.
- Job #1010- Does the BOD want to swap existing light bulbs to LED? Motion to table it until next meeting time until estimates come through.
- Postal key keeper- estimate for one building set in the January 2017 report. Go online to knocksbox.com for front and back key keeper. Motion to table til March.
- 2017 Meeting Schedule- see proposed dates and all approved.
- TCAA- Does the BOD want to give a donation for this years's lobbying effort with the State Legislation? – BOD approved for donation

Deductible- flat 1% of total property is deductible. So about 46k but this is up to adjuster. Waiting for estimate. Cox has completed all the doors.

Peggy handed out extra keys.

David appreciation gift

Motion to adjourn 7:21

Approved 3/21/17