

UNIVERSITY HILLS CONDOMINIUM OWNERS ASSOCIATION II
GENERAL SESSION MEETING MINUTES
JANUARY 31, 2023

BOARD MEMBERS PRESENT:

Sheila Griffin
Denise Chilcote – left at 6:05
p.m.
Stephane Muller – arrived at
5:10 p.m.
Lori Khayat

BOARD MEMBERS ABSENT:

Philomena Essed

MANAGEMENT REPRESENTATIVES:

Kim Encinas
Andrew Herndon

CALL TO ORDER

The meeting was called to order at 5:00 P.M. by Management in the ICHA boardroom.

UNFINISHED/NEW BUSINESS

- A. **Minutes** – A motion was made, seconded and carried to approve the General Session minutes from the October 27, 2022 meeting. Motion carried 4/0.
- B. **Insurance Coverage** – Michael Berg from Farmers Insurance was present to speak to the Board about how Farmers would not be renewing the Association’s insurance coverage on 4/1/23. Mr. Berg said he would do whatever he could to assist the Association with obtaining coverage.
- C. **Ratify Approval of Landscape Application** – A motion was made, seconded and carried to ratify approval of the landscape application for 57 Whitman that took place between meetings. Motion carried 3/0
- D. **Ratify Approval of Draft Audit** – A motion was made, seconded and carried to ratify approval of the draft audit prepared by Inouye, Shively, McClovey & Klatt, C.P.A. that took place between meetings. Motion carried 3/0.
- E. **Ratify Approval of Rain Gutter/Downspout Cleaning Proposal** – A motion was made, seconded and carried to ratify approval of the proposal Prestige Roofing to clean the rain

gutters/downspouts, for a cost of \$6,480.00 that took place between meetings. Motion carried 3/0.

- F. **Financial Statements** - A motion was made, seconded and carried to accept the October 31, 2022, November 30, 2022 and December 31, 2022 financial statements as presented. Motion carried 3/0.
- G. **Replacement of Light Bollards** – A motion was made, seconded and carried to not replace the light bollards throughout the community at this time. Motion carried 3/0.
- H. **Wall Light Fixtures on Buildings** - A motion was made, seconded and carried to postpone replacing the wall light fixtures on the buildings, so Management can obtain a proposal from Eclipse Lighting to replace the wall light fixtures with LED bulb technology. Motion carried 3/0.
- I. **Repair/Replacement of Wrought Iron Gates Proposal** – A motion was made, seconded and carried to postpone approving the proposal from Maximum Quality Painting to repair/replace some of the wrought iron gates in the community, and have Management contact the homeowners asking them if they even want a wrought iron gate or would be okay having their gate removed altogether. Motion carried 3/0.
- J. **Concrete Repairs** – A motion was made, seconded and carried to not approve the proposal from Inline Construction, Inc. and check to see how much really needs to be removed/replaced near 61 Whitman and what the cost would be to grind the others areas. Motion carried 3/0.
- K. **Annual Board Election** – Stephane Muller said he will re-run for the Board of Directors, but Philomena Essed will not. Management will send out the election notice/ballot in April 2023 and hold the Board election in May 2023.
- L. **Pot Shelves** – Management informed the Board that they are in the process of obtaining a proposal to repair the pot shelf leaks at 15, 24, 36, 39 & 59 Whitman. The proposal will be emailed to the Board once received.
- M. **Cleaning/Sealing Decks** – Management informed the Board that they met with Prestige Deck Coating and inspected some of the decks to determine if they should be cleaned/sealed now per the reserve study. Prestige Deck Coatings will be providing Management will a proposal to have this work completed now.

- N. **Homeowner Reimbursement Request** – A motion was made, seconded and carried to reimburse Carroll Seron \$335.00 for repairing/cleaning her carpet that was damaged from a roof leak. Motion carried 3/0.
- O. **Investment** – A motion was made, seconded and carried to invest approximately \$240,000.00 in a CD for 12 months with First Citizens Bank for an interest rate of 4.175% and then also determine an amount to invest money in a CD with Farmer Merchants Bank once Management determines how much money will need to remain liquid based on items that need to be completed this year per the Association’s reserve study. Motion carried 3/0.
- P. **Audit/Tax Proposal** – A motion was made, seconded and carried to approve the proposal from Inouye, Shively, Klatt & McCovey, C.P.A. to prepare an audit/taxes for the Association, for a cost of \$1,325.00 (\$925.00 audit/\$400.00 taxes). Motion carried 3/0.
- Q. **Update on Plumbing Water Damage Insurance Claims** – Management informed the Board that there has not been any water damage insurance claims since the last meeting.
- R. **Update on Roof Repairs** – Management informed the Board that the Association has had 15 addresses (2, 6, 12, 14, 18, 19, 20, 22, 35, 39, 47, 48, 51, 52 & 62 Whitman) that have had roof leaks from 7/1/22 to present.
- S. **Additional Agenda Items** – The following additional agenda item was discussed at the meeting:
- A Board member explained that there is a Dodge Durango that isn’t pulling up far enough in a parking spot and it makes it difficult for homeowners to pull in and out of their garages. Management said they would send an email to the homeowner.
- T. **Next Meeting Date** – A motion was made, seconded and carried to hold the next meeting in April 2023 at 5:00 p.m. Management will email the Board dates closer to April. Motion carried 3/0.

HOMEOWNER FORUM

No homeowners were present.

ADJOURNMENT

There being no further business to discuss, the General Session meeting was adjourned at 6:52 P.M.

ACCEPTED: Denise B. Chilcote

DATE: April 26, 2023