

# Steeple Run Community Board Minutes

October 12, 2017

Present		Board Member	Officer	Expiring
X	BK	Bill Klein		2018
X	BC	Brian Cleary		2020
	EL	Eric Lukacsik		2019
	JL	Jeffrey LaHaye		2019
X	KM	Kelli McDonald		2018
X	MS	Marty Savino	President	2019

Present		Board Member	Officer	Expiring
	MK	Michael Klecka	Secretary	2019
X	ML	Michael Ladas		2017
X	MW	Michelle Renicker		2018
X	PY	Perry Youngs	Treasurer	2020
X	TZ	Tom Zakosek	Vice President	2018

Present		Official	Position
X	KA	Kenneth Amdall	Attorney
X	BD	Beth Dunlop	Clubhouse Manager
X	VT	Vicki Thiele	Clubhouse Manager
			Pool Manager

Due to absence of Secretary, KM volunteered to minute the meeting.

**Minutes:**

September Minutes – Approved (PY, TZ 2<sup>nd</sup>)

Executive elections for 2017/18 year.

MS – Confirmed as presiding officer for elections

KM – Confirmed as presiding secretary for elections

**PRESIDENT**

MS nominated by BK

PY nominated by MW

TZ moved to close nominations; seconded by BK

MS winner by 6-2 vote (after 2 tie votes)

**TREASURER**

MW nominated by PY

BK moved to close nominations; seconded by ML

MW winner

**VICE-PRESIDENT**

TZ nominated by BK

PY nominated by MW

TZ moved to close nominations; seconded by KM

PY winner by 6-2 vote

**SECRETARY**

KM nominated by BK

PY moved to close nominations; seconded by BK

KM winner

**Call to Order:** 7:53 PM by President, Marty Savino

**Resident Comments:**

None

**Legal Updates:**

As Presented

**Treasurer Reports:**

As Presented and filed for audit.

2018 assessment notices mailed 10/6. Many confirmations of receipt noted.

**Clubhouse Report:**

As Presented.

Discussion around unauthorized cars in clubhouse lot. Tow companies will provide signage free of charge and offer two types of service – one where they will monitor the lot and one where we call for tow services. Board discussed concerns around resident rights to utilize the parking lot, wording on signage, and procedures of when to tow.

Discussion around time involved to respond to documentation requests for closings.

**ACTION: CLUBHOUSE MANAGER** – provide board with recommendation for updated fee schedule for assessment letters and other documentation required for closings.

**ACTION: CLUBHOUSE MANAGER** – Determine opportunity to customize wording on tow sign. Communicate suggested wording to legal counsel and board members via email. Develop policy/procedures for towing.

**ACTION: CLUBHOUSE MANAGER** – change codes on office door; delete old officer codes, add new.

**Building:**

**Motion:** Accept quote from AI Duncan for snow removal, tiered pricing as follows:

2-4 inches: \$125

4-6 inches: \$185

6-8 inches: \$250

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Each additional 2 inches over 8: Add \$80  
TZ, PY 2<sup>nd</sup> **APPROVED**

## **Communications:**

**ACTION: COMMUNICATIONS COMMITTEE** – Propose policy and procedures around social media (NextDoor, Facebook, Email, Website)

## **Pool:**

Still looking at purchasing time clock. Non-resident access to pool tabled for future review.

**Motion:** Accept quote from Pool Furniture Supply for pool chairs in the amount of \$1,647.65 PY, BK 2<sup>nd</sup> **APPROVED**

**Motion:** Accept quote from Rite Now to fix pool lights not to exceed \$3,500 BK, ML 2<sup>nd</sup> **APPROVED**

**ACTION: POOL COMMITTEE** - ML to research options regarding pool wall repair. May require special meeting prior to November's Board Meeting for discussion/approval.

**ACTION: POOL COMMITTEE/TREASURER** – track assets and vendors (specifically new chairs being purchased) to track durability by vendor.

## **Grounds:**

Reviewed quotes for seeding. Board agrees to use Green Horizon up to \$400 if they will also remove 4 additional stumps and seed where removed.

**ACTION: GROUNDS COMMITTEE** – Need to obtain more bids on options for pond.

## **Unfinished Business:**

None

## **New Business:**

Resident complaint about loud music received around 4:00 PM regarding Oktoberfest. Do we need to consider permit for future events?

Breakfast with Santa – 10/2

New Committee Assignments:

Grounds: BK, BC, TZ

Pool: TZ, ML, KM

Building: EL, ML

Communications: KM, MW

Capital Reserve: PY, MW

Finance: PY, MW

Bylaws: MK, JL

**ACTION: NEW COMMITTEES** - Designate a chair; provide schedule of meetings and list of objectives to President at next meeting.

Board confirms hiring of Robin McCrackin, clubhouse staff.

## **Executive Session(1):**

None

## **Executive Session(2):**

None

## **Adjourned:**

Adjourned 9:26 PM (TZ, ML)

Next Meeting: November 9, 2017 @ 7:30pm

# **Steeple Run Community Board Minutes**

## Summary

### **Actions taken by the SRCC Board**

- Approved Al Duncan snow removal quote.
- Approved purchase of new chairs for pool.
- Approved Rite Now pool light repair quote up to \$3,500.
- Agreed to utilize Green Horizon for stump removal and seeding.
- Agreed to hire Robin McCrackin.