

Steeple Run Community Board Minutes

November 9, 2017

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

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

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

Call to Order: 7:30 PM by President, Marty Savino

Resident Comments:

None

Minutes:

October Minutes Approved (TZ, PY 2nd)
 Special Session Minutes Approved (PY, TZ 2nd)

Legal Updates:

As Presented

Clubhouse Report:

As Presented.

Motion: Accept updated clubhouse rental agreement. TZ, PY 2nd **APPROVED**

ACTION: CLUBHOUSE MANAGER – meet with TZ & JL to review list of items for destruction.

Motion: Accept proposal for new pest control service – Aerex Pest Control at \$50/month. TZ, PY 2nd **APPROVED**

ACTION: CLUBHOUSE MANAGER – work with KA on updating policy & procedure around renting to non-profit organizations. Obtain additional information on members of Propmatersrc that is looking to utilize clubhouse space.

ACTION: CLUBHOUSE MANAGER – Replace broken plexiglass; up to \$500.

Treasurer Reports:

As Presented and filed for audit.

ACTION: TREASURER – Investigate how to record 2018 resident assessment pre-payments

Building:

ACTION: BUILDING COMMITTEE – Obtain specifications on widow repair to provide to contractor.

Communications:

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

Pool:

ACTION: POOL COMMITTEE – Determine need for hot food license.

Grounds:

Motion: Approve renewal for grounds services with Green Horizon. BK, PY 2nd. BK **rescinds motion** for additional discussion/clarified motion.

Motion: Approve 3 year renewal for grounds services with Green Horizon at current rate of \$20,000/year. BK, PY 2nd **APPROVED**

ACTION: GROUNDS COMMITTEE – Contact Green Horizon for quote on flowers for entrance ways.

ACTION: GROUNDS COMMITTEE – Decide on communication plan to homeowners on pond project.

Unfinished Business:

ACTION: CLUBHOUSE MANAGER – Provide list to board of all vendors & services/goods provided.

New Business:

Reviewed board attendance policy: missing 4 regular meetings in 12 months may resort in dismissal from board.

Executive Session(1):

Motion to Enter Executive Session @ 9:05 PM, BK, PY 2nd

Motion to Exit Executive Session @ 9:20 PM, BK, KM 2nd

Post Actions:

Motion: Approve purchase of new Clubhouse vacuum up to \$600. BK, MR 2nd. BK **rescinds motion** to increase purchase limit.

Motion: Approve purchase of new Clubhouse vacuum up to \$800. BK, MR 2nd **APPROVED**

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Motion: Approve stocking up and refreshing cleaning supply inventory. PY, KM 2nd **APPROVED**

Motion: Approve deep clean up to 3hrs/month. BK, KM 2nd **APPROVED**

Executive Session(2):

None

Adjourned:

Adjourned 9:24 PM (BK, PY 2nd)

Next Meeting: December 14, 2017 @ 7:30pm

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Summary

Actions taken by the SRCC Board

- Approved updates to clubhouse rental agreement.
- Accepted proposal for new pest control service – Aerex Pest Control at \$50/month
- Approve 3 year renewal for grounds services with Green Horizon at current rate of \$20,000/year.
- Approved purchase of new clubhouse vacuum up to \$800.
- Approved stocking up and refreshing cleaning supply inventory.
- Approved monthly deep clean of Clubhouse up to 3hrs/month.