

COPPERSTONE CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

April 18, 2022

CALL TO ORDER

The conference call meeting was called to order at 6:01 p.m. Board Members in attendance were Rebecca DeSantis, Casey Kerr, Susan McLaughlin, Cynthia Bussiere, and Tara Olden. In attendance from MSI, LLC was Lauren Veraldi.

OPEN FORUM

There were 2 homeowners present for the call.

Sandra Loftin 9510/3055
Bonnie Chan 9530/2012
Lindsay Jones 9590/1026
Cindy Merrifield 9550/1019

Homeowner from 9530/2012 expressed concerns in regards to the recent Marijuana smells coming from a unit within her building. The board informed the homeowner that the current covenants would need to be reviewed to verify if there's a restriction that can be enforced.

Homeowner 9550/1019 informed MSI that there was a light sensor that was out on a light near her unit. MSI will send out Falch and Falch to take a look and fix the wiring.

Homeowner 9590/1026 requested more information regarding the window repairs/replacements in the community. MSI informed homeowner that the Board and Legal are still discussing window replacement's and repairs throughout the community.

Homeowner 9510/3055 wanted update in regards to her door being crooked/slanting causing air to pass through. MSI informed homeowner that this is also being reviewed within the new covenants, however her situation could prove different as we are in the process of determining if there is foundation damage that could cause the slanting of her door.

APPROVAL OF PREVIOUS MINUTES

The Board meeting minutes from the March 21st, 2022 were not yet approved. Board requested they be postponed until next meeting for review.

MANAGER'S UPDATE

Financials –The February 2022 financials were reviewed and discussed. No questions or concerns.

Delinquencies – The February delinquencies were reviewed. This is not accurate as there are steps are being taken to rectify bill back accounts and edit invoice amounts.

Violation Log - The Board reviewed the current violation logs.

Maintenance Log - The Board reviewed the work order logs.

- Gutter Repair Bldg. 9468/1042 & 1044-Work Order placed with Falch – Pending
- Building 9510 Unit 3055 - Foundation Damage Concerns – Pending
 - Work Order placed with Palace Construction on 2/28/2022
 - Work Order placed with HIE Consulting Engineers on 03/10/2022
 - HIE Consulting came out on 04/06/2022, report not yet received
- Pool Gate Valve Replacement -Work Order with Sam Maples Plumber-Pending
- Gutter Repair Bldg. 9510/3055
 - Requested Falch & Falch to go back out to property as homeowner indicated that leaking was still happening. Falch & Falch found a few pieces of debris in the gutter that came off the roof recently. They indicated that the gutter and downspouts would be a problem long-term because if they are facing north or west, those are the most likely places to get ice dams.
- Light Repair on Garages 4 & 5 – Work Order placed with Falch – Pending
- Garage Downspout Replacement -Work Order placed with Falch – Pending
- Address Repair #3 on Bldg. 9530-Work Order placed with Falch- Pending
- Downspout Repair on 2012- Work Order placed with Falch – Pending
- Lightbulb replacement next to Garage 80 -Work Order placed with Falch -Pending
- Latch on Trash Enclosure near Iowa entrance- Work Order placed with Falch-Completed

Design Review Request – There are no open design review requests.

OLD BUSINESS

Item: Updates to Governing Documents and Special Assessment

Discussions: MSI and the Board have been working to update the governing documents to include adding rules around renting units, making the special assessment process follow the annual budget process, and making sure the documents are consistent with each other. The document was sent back to Lauren Holmes of Orten Cavanaugh for corrections and once new document is received then the Board can review for any finalized changes needed. Once approved then the document will be sent out to the homeowners via E-Blast and a Special Meeting to include homeowners, Board, and Legal will be set to go over the process of approving and implanting the new rules.

Board Actions: No actions at this time

MSI Actions: MSI will follow up with Lauren Holmes of Orten Cavanaugh as to receiving updated Governing documents, to include the Board corrections.

Park-It-Right

Discussion: Tara, Treasurer, expressed concerns that Park-It-Right was not a good service and wants to look into other towing companies. MSI explained that if there was ever a legal concern

of towing someone's vehicle, we would need to have a document we can refer to that matches the space number with the unit's deeded space. In the meantime, MSI presented the current contract with Park-It-Right for the Board to review and edit so we can resubmit and see if the turn around on service changes.

Board Action: Board will be reviewing the current Park it Right Document and make changes to what should be a warning vs. boot/tow.

MSI Action: Once the document is received, then MSI will pass this along to Park it Right to implement.

Item: Parking Spaces and Deeds

Discussion: MSI and the Board are working with Lauren Holmes, of Orten and Cavannaugh to draw up a legal document that indicates which units are deed to what numbered parking space and/or garage number. Legal is currently pulling the deeds of all units to verify the numbers, however once received, this then be used for future Towing services and to address when visitors, renters, or homeowners, park in the incorrect spaces for violations.

Board Actions: No actions at this time.

MSI Actions: MSI will follow up with Lauren Holmes for any updates on completion of the document for reference.

Item: Foundation Issues at 9510

Discussion: Homeowner at 9510/3055 had a concern regarding the Foundation of Building 9510. MSI placed work order with HIE Consulting Engineers. HIE Consulting came out for a site visit on 03/14/2022, but was unable to get access to underneath the building to look at the foundation and provide a report. HIE came back out on 04/06/2022, where he was able to get access to units 3055 and 1055. Once the finalized Engineering report is received, then this will be reviewed by the Board and HIE will consult with Palace as to the repairs and construction needed and Palace can provide us with a bid for the work.

Board Actions: No actions at this time.

MSI Actions: MSI will follow up with HIE Consulting for anticipated timeframe for receiving the Engineers report.

NEW BUSINESS

Item: Concrete Bids

Discussion: After the last Board meeting the Board requested that MSI follow up with concrete vendors for a bid as to the concrete work needed in the community. MSI sent a bid request out to Foothills Paving to include a Grounds Map to identify the areas in the community that needed patches and/or repairs. Once a response is received as to the damaged areas, then the Board will review the areas and determine if they are needing repair this year. Then MSI will forward the Grounds Map back to Foothills Paving along with two other vendors to obtain bids for the repair work.

Board Actions: No actions at this time.

MSI Actions: MSI will follow up with Foothills as to receiving updated Grounds Map with areas indicating damage concrete in the community.

ADDITIONAL FOLLOW UPS

- Parking Space reimbursement \$195.00 to homeowner
- Follow up with Discount Windows to come and evaluate the windows and determine the cause of the issue. This will be for units 9590/1026, 9550/2014
- Follow up with Falch & Falch regarding looking at 9488/1083 and unit above to determine the cause of the water leaking
- Follow up with Falch & Falch for Downspout repair at 9488

NEXT MEETING DATE, TIME & LOCATION

The next Board meeting is scheduled for May 16, 2022 @ 6:00 pm via Zoom.

ADJOURNMENT

With no additional business to discuss, the meeting adjourned at 6:36 p.m.

EXECUTIVE SESSION

The Board entered into executive session at 6:37 pm to discuss homeowner specific issues and other legal matters. The session was adjourned at 7:24 p.m.