ATHERTON COMMON UNIT OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 19, 2019

M I N U T E S

CALL TO ORDER:
The meeting was called to order by John Learoyd at 6:30 PM.

ROLL CALL:
John Learoyd, Kevin Eagan, Dick Stout and Rich Nowak, Directors; Norman Desrochers, Association Manager. Six other unit owners were also in attendance.

PREVIOUS MEETING MINUTES:
The Board reviewed a draft of the July 18, 2019 Meeting Minutes from Ms. Ferguson. Mr. Eagan moved to accept the Minutes with the following corrections:

On page 1, paragraph 5, delete "but the final total showed a surplus of $8K" and add "there was an anticipated break even."

On page 2, paragraph 1, delete "Added to the original list was replacement of the steps behind Unit 14."

In the same paragraph, last sentence, correct "All the funding for rot repair and painting comes from the reserve" to "All the funding for rot repair comes from the reserve."

There was a second from Mr. Stout, and the motion to accept the Minutes as corrected passed by a vote of 4 to 0.

POTENTIAL CHANGES TO THE BOARD:
Mr. Learoyd noted that as a result of some upcoming changes, it is likely that one of the positions on the Board will need to be filled at the Annual Meeting in December.

LANDSCAPING CONTRACT:
The Board discussed a proposal from Akorn Landscape for a new, two year contract for landscaping services. The proposal contained a 7.5% increase, with no changes to the scope of work. Mr. Learoyd will contact Akorn to negotiate price and discuss possible changes to the scope of work.

FINANCIALS:
Mr. Eagan reviewed the July and August, 2019 financials with the Board. He noted that the August financials reflect all capital reserve expenses to date, except for expenses related to exterior repairs. Based on year to date, operating expenses, Mr. Eagan said that he anticipates a $5K surplus in the operating budget at year end 2019.

Mr. Eagan moved to accept the July and August financials. There was a second from Mr. Learoyd, and the motion passed by a vote of 4 to 0.

EXTERIOR PAINTING:
The Board discussed plans for exterior painting in 2020. Mr. Desrochers said that the buildings that are next up in the rotation include units 19-21, 34-36 and 37-39, which were last painted in 2013. Consideration will be given to painting and repairing three buildings next year. The Board will schedule a walkaround to identify which buildings to include in the 2020 project.

VINYL SIDING:
The Board listened to a presentation by Grover Penny (Unit 35) on the benefits of installing vinyl siding on the buildings. Following the presentation, Mr. Learoyd suggested that the Board obtain information on the impact of a bank loan to fund a vinyl siding project and discuss how to move forward. A special meeting of the Board will be scheduled.

PEST CONTROL:
The Board noted that the association does not currently have a contract for pest control services. Mr. Weller will obtain an estimate to inspect the buildings for termites and carpenter ants.

STREET LIGHTS:
Mr. Learoyd said that Evan Jones plans to install the new lanterns and posts on Monday, September 23.

The meeting was adjourned at 8:30 PM.

Norman Desrochers
Association Manager