

NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION
Board Meeting January 22, 2011
10:00 AM, South Beach Community Center

Directors Present:

Reuben Johnsen
Alan Gilhuly

Barry Winters
Carol Sumner

Viva Worthington
Rafael Miranda

Others Present:

Clay Richman, 66C

Dick & Betty Jo Otten, 86A

CALL TO ORDER:

Rafael called the meeting to order at 10:03 AM. Six of seven board members were present, constituting a quorum.

AGENDA REVIEW:

Alan requested that a discussion of a vehicle of undetermined ownership that has been parked at North Shore be added to the agenda.

The Ottenø requested that a report on damage to their plants, a crack in the concrete at their entry, and fence and gate issues be added to the agenda.

These items will be added to the end of this agenda.

MINUTES OF OCTOBER 2010 BOARD MEETING:

A motion was made, seconded and passed without opposition to approve the minutes of the Oct. 2, 2010 board meeting as delivered.

BUDGET REVIEW:

Lee presented a draft of the 2011 budget which included a full year summary for 2010. She said that a surplus exists in the operating/maintenance account which could be transferred, if the board so orders, to the reserves account. The surplus transfer suggested is in the amount of \$25,000. This will leave an end-of-year projected operating balance of around \$16,000. Also, she has factored in a general maintenance line item of \$5,000.00 which adds further cushion to the operating account. The reserves account budget for 2011 includes replacing skylights on 96C and D, subject to board approval, as well as the prior approved siding replacement for 96A-D. The reserves account appears to be sufficient to cover planned projects and is strengthened further if the surplus from the operating account is transferred. Rafael noted that the goal for 2011 was to replace the remaining siding on 96A-D and to replace the decks on the 66 and 76 buildings. Estimates for the deck replacement will have to be obtained anew as the existing estimates are a couple of years old. The board decided that they will consider the decision to transfer funds at a later date.

SKYLIGHT REPLACEMENT 96C AND 96D: The skylights on 96C and D are deteriorated and holding water between the panes of glass. One of the skylights on 96C is actually broken. Northwest Roofing Maintenance is recommending replacement. Reuben and Barry made a joint motion to authorize Lee to order replacement of the skylights as soon as is practical and to do the same with other skylights that the roof inspector deems in need of replacement rather than repair. The motion was seconded and passed without opposition.

76G ROOF LEAK REVIEW: Lee said that Northwest Roof Maintenance has reported that he suspects the apparent leak in 76G is similar to the one in 96D. No source of the leak from the roof was found in 96D, and the ceiling was opened up to make a better determination. It was found that the drywall was not wet, nor was the insulation. But the mold that appeared on the ceiling corresponded exactly with the location of rusted nails holding the drywall ceiling up. This would be a problem with condensation and perhaps lack of ventilation rather than a roof leak. Lee suggested opening the ceiling up in 76G to determine if, indeed, the same thing was

happening there. Barry made a motion to authorize Lee to have the ceiling in 76G opened up so that the cause can be determined and remedied based on the findings. Al seconded the motion, and it passed without opposition.

BUILDING 96 SIDING ESTIMATES: Lee included the updated estimate for the replacement of the 96A siding in the reserves budget for 2011. 96A has the largest area of siding that needs replacement in the 99A-D building. Once that is done, the contractor will have a clearer idea of the cost of replacing the remainder of the original siding on that building, and those new estimates will be factored into the budget.

GARAGE DOORS: Recently Lee had the garage door on 76C replaced as it was falling apart. She asked if there are any other doors in similar condition and suggested taking an inventory of the condition of the remaining garage doors. Two other doors had been replaced at an earlier date but not painted. Reuben noted the new ones do need to be painted. Rafael asked about color choices. Barry noted the cosmetic condition of the doors is secondary to the condition of the doors. The board directed Lee to have the 3 new doors painted as soon as it is practical.

PARKING CHANGES PROPOSAL: Reuben noted that the association had voted at an earlier date to have the attorney review all of the condominium documents. However, this project was sidetracked. Rafael said that the attorney had reviewed the guidelines regarding decks and had pointed out obsolete clauses that need to be updated. The attorney's recommendation is on the web site. Reuben suggested the board review the attorney's comments and discuss them at the annual meeting. Rafael suggested that the association can either contact the attorney or attempt to work step-wise via the board. Which way does the board want to go? Barry said that the board has the authority to establish policies for the HOA. He agreed that the bylaws need to be cleaned up, but there is no deadline for that. Meanwhile the board can deal with the parking issues and start with that policy for updating. If nothing is in place regarding parking, there cannot be any enforcement. He recommended consideration of Carol's proposed parking rules. Rafael said this can be an incremental process wherein Carol's proposal, if approved, can be put to the association as a whole. Reuben said that the attorney should be asked to review and approve the parking policy.

The board members present reviewed Carol's proposal. Rafael had inserted her comments via red-line into the existing bylaws and distributed copies to members present for review. He also presented some suggested edits to Carol's proposal. Directors present went through the proposal and made and approved edits to her proposal in a line by line manner. They did not complete review of the entire proposal but did refine some core rules. Barry made a motion to approve the edits as completed. This motion was seconded and passed without opposition. Rafael will distribute copies of the edited proposal (to-date) via email for the board, and it will be sent on to the attorney for approval.

PLANNING FOR NEXT MEETING AND ANNUAL MEETING:

The next meeting of the board will be held at 10:00 AM, May 21, 2011, at the South Beach Community Center.

The annual meeting is scheduled for 10:00 AM, June 18, 2011, at the South Beach Community Center.

ADJOURNMENT:

Due to the length of this meeting and time constraints on the members of the board, the rest of the agenda will be tabled until the next board meeting. A motion was made, seconded and passed to adjourn this meeting at 12:25 PM.

Lee Hardy
January 23, 2011