

**Forester Square @ Auburn Village  
Board of Directors Meeting  
September 20, 2016**

**1. Call to Order**

President Eric Cionka called the meeting to order at 6:02pm

**2. Roll Call**

The board members listed below were present, in which a quorum was constituted

President: Eric Cionka

Vice President: Kathy Giffels

Treasurer: Eric Fornasiero

Secretary: Eric Cionka

Director: Lucia Gordon-Swims

Director: Tom Lombardo

Director: Bob Waltenspiel

Director: Mike Vanhorn

AMI: Jim Dafoe (Absent)

**3. Approval of Minutes for August 15, 2016**

Approval of General Session Minutes for August 15, 2016. Bob made the motion to approve the minutes Eric F seconded it and all board members approved.

**4. Co-Owner Forum**

There were no co-owners present at the meeting

**Report of Officers:**

**President:**

Presented and reviewed the master excel tracking document. The document keeps track of all current projects, future projects, notes as well as much more pertinent information.

**Vice President:**

None

**Secretary:**

None

**Treasurer:**

Reviewed Financial Summary

## **Report of Committee:**

### **Design Review Committee (Eric C, Mike & Eric F):**

None

### **Building & Grounds Review Committee (Lucia & Tom):**

None

### **Communication Committee (Kathy & Bob):**

Kathy provided an update on the website. The website is finished and ready to be launched. Final payment must be made to the website hosting company before they will make the website go live.

### **Management Report (Jim Dafoe, AMI):**

#### **New Business:**

- A work order has been put in for Brad to replace the thermostat in the basement of the clubhouse.
- How often are the garbage cans being emptied in the pergola (check with Jim)
- Met with Handyman Brad and his brother on 09/12/2016 to review the security requirements (Cameras and key fobs) in the clubhouse as well as in the community. They will produce a bid for the board to review.
- Inside of clubhouse will be repainted starting 10/10/2016
- Work on building #4 has started

#### **Old Business:**

- Brad went to replace the garage light bulb at 166 Amys walk unit 217 but there was a car in the drive way.
- Jim contacted the owner of the street sign company. The owner Paul is out of town until 09/21/2016.
- Jim needs to follow up Comcast on the refund that they owe us for the damaged property.
- All of the attached building roofs have been inspected and repaired.
- Several of the rotten boards below the front doors on building 3 have been replaced. There are still a few more to go before this project is finished.
- The unit owner at 3918 Forester put a work order into AMI in Feb 2016. Jim said the original work order was sent to Cintas in March 2016 a follow up was sent June 9<sup>th</sup> and another August 31<sup>st</sup>. Molly at Cintas said they tried two different times to setup appointments with the previous owner to fix fire suppression head, she never replied. So now Gary & Mary sell moved in August 25<sup>th</sup> they were sent their welcome packet September 7<sup>th</sup> and we have not received any contact info from them so I cannot give it to Cintas until I do.
- Landscaping in front of pond and around mail boxes has started and will be completed on approximately 10/05/2016.
- The inspection of all the attached roofs has been completed and repairs made.

Eric F made the motion to approve the reserve study for the amount of \$4,125. Bob seconded and all board members approved.

Eric C made the motion to purchase and have Led lights installed throughout the entire clubhouse for the cost of approximately \$500. Eric F seconded and all board members approved.