



*The Carriages At Charleston Place  
Homeowners Association*



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**Board Meeting Minutes  
September 20, 2007**

**Call to Order:**

The meeting was called to order at 6:30PM by the President Darlene Bentley. The meeting location was the Academy Endeavor School and those in attendance were, President Darlene Bentley, Treasurer Elaine Shute, Herb Entenmann and Eric Phillips. Absent were Vice-President Betty DeJong and Secretary Larry Barnes.

In the absence of Larry, Herb was the acting secretary.

A motion was made by Herb to approve the August 07 minutes, seconded by Elaine, the motion carried.

**Open Forum:**

The meeting business started with an open forum:

- Lianne Aoyagi brought up a situation that exists at her residence (3508). There is a problem of sidewalk settling and collecting water that has been an ongoing problem since the water-main break. Eric will evaluate the situation.
- Dean Hermeling discussed our vulnerability regarding the potential of another water-main break and our options for protection. Dean has had conversations with insurance companies and said State Farm had no interest in covering us for the water but Dean is still pursuing options with the city. One city option would be to get a waiver on the 50 foot easement that the city requires when two utilities share the same right-of-way. Dean's conclusion was that if all else fails the home owners be advised to purchase a private water insurance policy and that the HOA establish a reserve to help us in the event of a similar catastrophe.
- Elaine mentioned that a reserve account had already been setup.
- Dean Hermeling mentioned that we have a 20 year warranty on our roofs and we should not be paying outside contractors. He was advised that the calling of the outside contractors was done by others without the board's knowledge. Dean said that he may have a copy of the 20 year roof warranty at home, which should be produced for common knowledge. Jim Mills stated that he had a very good rapport with Classic and we should work with Classic in a professional way to resolve these issues
- The possibility of all Classic problems being funneled through Eric came up but was not resolved.
- There is an apparent confusion of how and to who homeowners report various situations I.E. building problems, how to find unstated rules and regs. Etc.

**President's Report:**

Darlene reported:

- That the asphalt surface repairs were completed.



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- We have the new Management Company, to replace the fired Premier Management, and introduced Eric Phillips, President of Optimum Property Management Company.

Unfinished Business

- The tree fiasco has had no action. Eric will follow-up.

**Treasurer's Report:**

Elaine presented the financial statement which is still suffering from the past management company's handling of our resources.

- There are still some adjustments to be made between various accounts which is being resolved by Elaine and Eric Phillips.
- Elaine stated that check writing during August and September is confused because of our establishing a new bank account and closing the existing accounts. (See last item regarding an executive session after the meeting). The only checks written were against Key Bank & Edward Jones to take care of the necessary monthly expenses.
- Elaine stated that this is her last meeting but she was still be working on getting the finances in proper condition.

**Property Manager's Report:**

Eric Phillips introduced himself and his company by providing some personal background about himself. He said that the company, Optimum Property Management Company, was staffed by Joe who covers the finances, Sandy the secretary and Wesley who covers minor repairs. Eric will service our account personally and will visit our HOA every other Wednesday. Eric will assist with contractor selection and management.

The issue of paying the monthly dues came up and Eric told the group that that will be announced when the banking situation was settled.

At 7:10 PM Herb moved to adjourn the meeting and was seconded by Elaine.

After the open meeting was closed an executive session was held chaired by Darlene and attended by Elaine, Herb and Eric. The issue was selection of the new bank that would be HOA friendly and not demand a large deposit or large monthly sustaining fee. Of the banks investigated Wells Fargo was the favorite because Eric had a relationship with the bank and knew of their performance working with HOAs, and their monthly fee and required deposit were reasonable. Eric negotiated the six months remaining on our Key Bank account to a \$25.00 closing fee. Herb made a motion to pay Key Bank the \$25.00 and close that account and open the new account with Wells Fargo. The motion was seconded by Elaine and the motion carried.

The next board meeting will be at Academy Endeavour School on October 18, 2007 at 6:30PM.

Respectfully Submitted  
Herb Entenmann  
Acting Secretary