



The Carriages At Charleston Place  
Homeowners Association



Board of Directors Meeting Minutes  
Academy Endeavour Elementary School

~~March 21, 2011~~

April 21, 2011

**Call To Order:**

President Herb Entemann called the meeting to order at 6:30PM

**In attendance were:**

President	Herb Entemann
Vice President	Larry Barnes
Secretary	Jan Winn
Treasurer	Dick Stapp
Directory At Large	Mario Taracena

Residents in Attendance; Thirteen (13)

**Owner's Forum**

There was a question on the sprinkler system and Herb explained the issues surrounding the theft of two (2) anti-backflow valves. He explained that they were stolen because of the value of copper and that the HOA is taking steps to prevent any further theft. Concrete slabs are being installed, along with heavy duty wire cages to prevent any further theft of these units.

Dick Stapp received a phone call from a resident indicating that two men were seen at 2AM around the location of the second anti-backflow valve. The resident turned on a light and he men fled the scene. The Board certainly feels that residents should be aware of the possibility of the re-occurrence of such events, but should call 911 immediately and not act on any of these types of activities.

A question was raised at to why the valve's have to be made of copper. Diane clarified that this is the only material they could be made from and the other HOA's have also experienced similar thefts.

Another resident mentioned that her window was damaged by a BB-gun. There was further discussion on what steps to take with such an incident.

There was another question on missing shutters and Larry Barnes explained that a number of shutters were being replaced and that special shutters had to custom ordered because of size restrictions and that they would be replaced very soon.

**Secretary's Report:**

The minutes were accepted with a date correction from May to March as to when notices of the roofing schedule were attached to the garage clip boards.

## *The Carriages At Charleston Place Homeowners Association*

### Treasurers' Report:

Total Reserves	\$695,508.35
Operating Account	\$45,515.44
Total Assets	\$741,023.79
Monthly Paid Out	\$246,121.36
Net Surplus/Deficit	\$14,751.00

Dick explained that a check was issued to the HOA by Cincinnati Insurance as an advance for the roofing cost. This was deposited in a CD and was subsequently cashed in early because a check had to be issued for payment of roofing materials to avoid a 7% price increase. He simply wanted to explain the funds paid out because of the unusually high amount. He also said progress payments will be paid to McWilliams roofing as they complete the roofing on buildings in the complex. These progress payments are normal on a project of this size. Dick explained that the first progress payment would be made around June 1st. There are CD's that mature on that date and some would be cashed in to make this payment.

Dick also wanted to make sure that those present understood that our actual statement reflected an actual loss of \$1,575.28 for the month of February.

The treasurer wanted to insure that HOA monies are being invested wisely and conservatively in order to make the most money we can.

### Roofing Issue

Dick explained that the total roofing cost will be in area of \$630,000. A check was issued to us for around \$573,000 in advance of the installation with the balance to be paid once the project is completed. Diane explained that she had gone through this process with another HOA and that Cincinnati Insurance was really great to work with and the total settlement was made in a timely fashion.

Herb mentioned that the board elected to wait until May 1st in hopes that the weather would be more cooperative.

The board also reviewed the process of how the bids were obtained and the fact that four (4) companies submitted proposals and were all interviewed by the board. It was mentioned that all bidders were A or A+ rated by the Better Business Bureau and the McWilliams was the low bidder. McWilliams was the only company that employed their own roofers and did not sub-contract the actual installation of the roofing materials. Their roofers were also certified by the shingle manufacturers. It was also noted that improved vents as well as superior underlayment was made part of the contract.

McWilliams Roofing company will provide an outline of what should be done to prevent damage to wall hangings, and other knick-knacks that may fall due to the hammering, pounding, etc. McWilliams will not be responsible for any damage to property inside the buildings. Herb also noted that there will be a large dumpster and portable toilets that will interfere with some parking while the roofs are being replaced.

The work schedule will be 7AM to 7PM, Monday through Saturday. There will be no work on Memorial Day. It is estimated the work will last into July and/or August.

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**New Business**

Dick mentioned that our evergreen trees were sprayed due to the bark beetle issue. He apologized for not notifying the residents of the spraying but indicated spraying would probably be required in 6 months or so to be sure we do not experience any infestation. The HOA is doing everything possible to maintain the health of our trees and other landscaping.

Diane also indicated that any resident should notify her if they suffer from allergies.

Dick indicated that the school will charge for rooms used by the HOA starting next year. The school will charge \$30 per hour for the room we currently use. Dick moved that the summer meeting (June/July) will be on the "Village Green" (Lighthouse and Plantation) and meetings starting in August 2011 through June 2012 will be at Academy Endeavour School. The motion was seconded and approved by the board.

Larry Barnes explained to the board that 8 new shutters need to be purchased because of unusual dimensions on two openings. Because shutters are not normally manufactured in less than 12" widths, we had to order some in an 11" width in order for them to fit the existing openings. The cost would be approximately \$260.00 for eight (8) shutters. This would actually give us a surplus of shutters that would be used to replace future damaged and/or worn shutters. The board approved the purchase.

Herb Eertenmann announced the resignation of Margaret Smith as our official hostess for welcoming new residents to the Carriages.

**Adjournment:**

The meeting was adjourned at 7:25PM. The next board of directors meeting is scheduled for April 20, 2011, at 6:30PM at Academy Endeavour Elementary School

Respectfully Submitted:



Larry Barnes  
Acting Secretary