

*Minutes are not official until approved at a subsequent Board meeting*

**HERITAGE HUNT CONDOMINIUM I  
UNIT OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
NOVEMBER 8, 2011  
TIME: 2:00 PM  
LOCATION: HERITAGE HUNT BLDG A LOBBY**

Board Members: Edwin Plummer – President – ‘13  
Marilyn Hodge – Vice President – ’14  
*Absent but proxy received*  
Steve Verosko – Treasurer – ‘12

Others: Christopher McDonald, SCS Community Manager  
Warren Miller, Assistant Treasurer  
George Field, Chairman Bldg. and Grounds Comm.  
Barbara Dunn, Secretary  
8 Owners

- I. Call to Order  
The meeting was called to order at 2:00 p.m. by Ed Plummer.
- II. Approval of Minutes  
A motion was made, seconded, and passed to approve the minutes of the Board Meeting of September 13, 2011.
- III. Reports of Officers and Board of Directors

**A. Treasurer’s Report**

Warren Miller reported financial standing as of September 30, 2011:

Checking account	\$115,266.
Money Market account	44,535.
CDs	589,070.
Working Capital	68,421.
Repair & Maintenance Fund	568,163.
Paint fund	28,050.
Self-insurance Fund	7,501.
Liabilities	15,211.

Recent purchase of \$75,000 in CDs.

Installation of heat pumps in elevator control room paid.

Adequate reserve funds maintain good financial rank.

## **B. President's Report**

Ed Plummer reports 6 condo units currently for sale.

He noted upcoming annual HOA elections. Nov. 15 Senior Strategies meeting will have a program on the 2012 proposed HOA budget. Nov. 16 Meet the Candidates night at the Club House.

Recently some decorations have been noted placed on the floor in hallways; residents are reminded to comply with our Rules & Regulations for decorations and that hallway decorations are restricted to unit doors.

B Bldg garage lobby doors have been found propped open with pieces of cork; this should not be happening.

Residents are urged to take care in use of the garage and avoid spillage and damage to floors which result in expensive maintenance and repair. As much of this seems to be caused by non-residents helping residents, residents are requested to monitor guests, family and employees. The alternative is to install security cameras.

## **IV. Report of Management – Christopher McDonald**

### **A. Status of Finances**

1. The outstanding balance has been received on the Weslow account
2. Entrance programming fee for the Harney account has been received

### **B. Vendor Contract Review**

1. Snow Management Group has been signed as our new snow vendor.
2. ABS maintenance contract revised to include new heat pumps
3. Landscape contract – a revised contract has been sent to Lasting Impressions for a bid; a bid has been received from Natural Wonders but, as they don't do irrigation, a separate bid for irrigation has been requested from Hydo-Tech Irrigation.

### **C. Status of Maintenance**

1. Bldg foundation water leak repair has been completed; improvement in moisture in garage wall has been observed
2. Major generator maintenance has been completed, including new batteries, new coolant and hoses and oil change; next scheduled maintenance in 2013.
3. Re-caulking of A307 balcony completed
4. Coating B307 balcony in progress
- 5 Elevator control room heat pumps installed
6. Water leak at A111 window repaired.

### **D. Fire Safety Systems**

1. August Inspection Deficiency Report – Fireline has not followed up on request for a meeting. Report cited about 200 garage-level sprinkler heads that need replacement; this needs to be reconciled with need to replace certain dry systems valves at 10 years, which will be 2012 for B

Bldg. Cost estimate for 200 heads is \$25,000, which would be a reserve expense.

2. A dry valve on the garage-level of B Bldg has been replaced.

## V. Committee Reports

### A. Building and Grounds

1. George Field reported continuing problems with some water leaks. Sources of some of the leaks are unclear. Repairs to B307 in progress. Ceiling leaks have been discovered in B313, B306 and B307.
2. Ed McEnroe is monitoring landscape work.
3. Some incidents of mold have been discovered in some units at the ceiling in the furnace closet where the main air duct goes into the ceiling. It seems to be the result of condensation of humid area on air conditioning ducts and seems to related to how cold a temperature the AC is set for. George suggests that residents check furnace closet ceiling for evidence of black splotchy areas. Small amounts of mold can be cleaned by spraying a bleach/water mixture on the problem area. A long-term remedy may be to have additional insulation put around the duct. This is considered a unit owner's responsibility.
4. The black insulation on pipes from the building wall to the outside air conditioning units has been observed to be deteriorated on many units, particularly B Bldg units that have strong sun exposure. Pipe insulation is available at home centers and either a handyman or an AC repairman can replace it. Missing or deteriorated insulation would make an AC work harder. Such maintenance to individual unit AC units is the responsibility of the individual unit owners.
5. Condo II has been investigating a community-wide dryer duct cleaning project; we will look into how that works for them.

### B. Budget and Finance

1. Warren Miller reported year-to-date income through September was \$287,078. The reserve study was completed at a cost of \$3,000. Costs of utilities and services are in line with our current budget.
2. Warren stated that he will be resigning his current position as Assistant Treasurer December 31 of this year; he said he would remain on the Budget through March to assist in the transition. Warren was thanked for his exemplary service to our community and received much applause.

### C. Decoration and Social

1. Lucy Modrak reported that the Christmas party will be held in the lobby of Building A. Watch for announcement of date.
2. The HOA is presently conducting a six-month trial of potluck gatherings at HOA facilities but has restricted it to "chartered" clubs. Our Condo will need to submit a charter form so that we can hold meetings and/or parties in either the Club House or the Marsh Mansion.

## VI. Unfinished Business

- A. Elevator fan in Bldg. B still needs to be replaced. Chris will follow up.

VII. New Business

- A. 2012 Budget Warren Miller presented a 2012 budget. Steve Verosko made a motion to adopt the budget, the motion was seconded by Ed Plummer. The proposal is balanced with \$373,180 projected for both income and expenses. It results in a \$10 reduction in the monthly assessment to \$390. The budget proposal was adopted unanimously by the Board.
- B. Rescission of Policy Resolution No. 9 Relating to Age Restrictions. In November of 2009, the Condo Board passed Resolution No. 9 to direct that an age restriction clause be added to the Re-Sale Disclosure Certificate. That clause is now in conflict with HOA Policy as the HOA Board has this year changed its policy to promote the sale of up to 20% HH dwellings for occupancy by at least one person who is between the ages of 50 and 54. Accordingly, Ed Plummer made a motion to rescind Condominium I Policy Resolution No. 9. The motion was seconded and passed unanimously, including the proxy vote by Marilyn Hodge. The original resolution and the rescission are attached to these minutes.

VIII. Next Meeting.

The next meeting will take place on Tuesday, January 10, 2012 at 2:00 p.m. in the lobby of Bldg. B. Henceforth, all Condominium I Board meetings will alternate between Bldg. A and Bldg. B. The Annual Meeting of the Association in March will be held in the Club House or HOA facility.

- IX. A motion was made, seconded and passed to adjourn the meeting at 3:00 p.m.

Respectfully submitted,

Barbara Dunn

Attachments (2)

**THE UNIT OWNERS ASSOCIATION OF  
HERITAGE HUNT CONDOMINIUM I**

**RESCISSION OF POLICY RESOLUTION NO. 9  
POLICIES AND RULES RELATING TO AGE RESTRICTIONS**

WHEREAS the HH HOA Board of Directors has changed its policy to allow resales for occupancy where at least one person is 50 to 54 years of age; and

WHEREAS the covenants restricting occupancy based on age are only in the HH HOA Governing Documents;

NOW, THEREFORE, BE IT RESOLVED THAT HHCI Policy Resolution No. 9, dated November 10, 2010, be rescinded.

**RESOLUTIONS ACTION RECORD**

Resolution Type: Rescission of Policy Resolution No. 9

Pertaining to: Policies and Rules Relating to Age Restrictions

Duly adopted at a meeting of the Board of Directors of the Unit Owners Association of Heritage Hunt Condominium I, held November 8, 2011.

Motion by:

Seconded by:

<i>[Redacted]</i>	<i>[Redacted]</i>	<i>[Redacted]</i>	<i>[Redacted]</i>	<i>[Redacted]</i>	<i>[Redacted]</i>
<i>Elmer P. Pina</i>	<i>Pres. 1st</i>	✓			
<i>Dieterocho</i>	<i>Treas.</i>	✓			
<i>Manlygo Rodz</i>	<i>VP</i>	✓			

*By Proxy*

ATTEST: *[Signature]*  
Secretary

11/8/2011 Date

Resolution Effective: Immediately

**THE UNIT OWNERS ASSOCIATION OF  
HERITAGE HUNT CONDOMINIUM I**

**POLICY RESOLUTION NO. 9  
POLICIES AND RULES RELATING TO AGE RESTRICTIONS**

**WHEREAS** all condo units have initially been conveyed by the developer; and

**WHEREAS** the Heritage Hunt Homeowners Association and Heritage Hunt Condominium I Governing Documents require that all re-sales be occupied by at least one person who is fifty-five (55) years of age or older; and

**WHEREAS** the Board of Directors desires to avoid misunderstanding by bringing attention of buyers and lessees to the age restrictions in the Governing Documents;

**NOW, THEREFORE, BE IT RESOLVED THAT** the policies detailed below are adopted by the Condo Board:

**I. ADDITION OF AGE RESTRICTION CLAUSE TO RE-SALE  
DISCLOSURE CERTIFICATE**

**A.** The Management Company is hereby instructed to add the following statement to the Re-Sale Disclosure Certificate, required by the Condominium Act:

**N.** Heritage Hunt Condominium I is a fifty-five and older community. While one need not be fifty-five or older to own an HHCI unit, at least one occupant must be fifty-five years of age or older and furnish the Condo Board prior to occupancy suitable proof of age, as defined by the Housing for Older Persons Act of 1995 (HOPA).

**THE UNIT OWNERS ASSOCIATION OF  
HERITAGE HUNT CONDOMINIUM I**

**RESOLUTIONS ACTION RECORD**

Resolution Type: Policy No. 9

Pertaining to: Policies and Rules Relating to Age Restrictions

Duly adopted at a meeting of the Board of Directors of the Unit Owners Association of Heritage Hunt Condominium I, held November 10, 2009.

Motion by: Kay Franklin Seconded by: Steve Versko

<i>Edie Flynn</i>	<i>Pres-Ex</i>		<input checked="" type="checkbox"/>			
<i>Kathleen Jones</i>	<i>V-President</i>		<input checked="" type="checkbox"/>			
<i>Steve Versko</i>	<i>Treasurer</i>		<input checked="" type="checkbox"/>			

ATTEST: *Donna M. Roman*  
Secretary

11/10/09 Date

Resolution Effective: Immediately