

# Persimmon Woods Townhome Association

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## Board of Directors Meeting

January 16, 2020

A meeting of the Persimmon Woods Townhome Association Board of Directors was held on Thursday, January 16, 2020 in Unit 1.

1. **Call to Order**. The meeting was called to order at 6:09 p.m. by Carol Glasson. The Board agreed to move Shelly Mello's roofing report to the top of the agenda to make the best use of her time.
2. **Roll Call and Quorum**. Directors in attendance were Carol Glasson, Genii Gatter, Steve Hilbert, Bob Wilhelm (via teleconference), and Deanna Blomquist (via teleconference). Eileen Jacobs and RG Jacobs of Mountain Caretaker attended via teleconference. Unit 19 homeowner, Rosemary Tongish and Shelly Mello, Agett, LLC was also in attendance
3. **Re-Roofing Update**. Shelly Mello had sent a proposal from Horizon Roofing to install new gutters in conjunction with the re-roofing project. Discussion ensued as to the value of installing gutters without heat tape, which is cost prohibitive. A walk through of the property with Shelly, Steve Hilbert, Carol Glasson and Horizon Roofing resulted in the conclusion that a redesign of the gutter system would be cost prohibitive and unless heat tape is part of that system, will not result in the desired goal. Electric meters would need to be installed, wiring run underground and ongoing maintenance all make the practicality of a new gutter system cost prohibitive.

Deanna Blomquist made a motion that the like for like replacement of the gutters be tabled until the gutter system can be evaluated to solve the problem. The motion died for lack of a second.

The scope of the gutter replacement changed when it was determined that the fascia boards and trim should be replaced along with the roof for continuity. Reinstalling the existing gutters is not possible in that they will become twisted and damaged during removal. The consensus was that paying labor to reinstall old, outdated gutters is not prudent. The newer gutters will be sturdier and should serve better than the old ones.

Shelly will get a bid for reinstalling gutters only on the front side and on building 5. While they may not work perfectly, are better than no gutters and can be tweaked a bit.

Carol Krueger, attorney, has drafted a contract that can be used for future capital projects. It has been sent to all Board members for comment. Please get your comments to Carol and Shelly by January 23<sup>rd</sup> so they can review and give to Carol for a final document.

A proposal for skylights has been received from Horizon. Skylights are the individual homeowner's responsibility and the proposal will be sent to all homeowners who will be directed to contract with Horizon directly if they wish to replace their skylight while the roof is being replaced. Shelly will help craft an email to owners with details as to what the replacement

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will involve. This will be sent by February 1 with a deadline of March 1 to go to contract with Horizon.

Shelly will identify trees that need to be trimmed back off the roof this spring prior to the project start.

Rosemary asked that a communication be sent to owners with detailed info about the project timeline, product specs and what will be expected of homeowners.

Flower planting, in consideration of the re-roofing project will be discussed at the March meeting.

4. **Approval of 12/7/2019 Minutes.** Approval of the minutes from the prior meeting was tabled until Board members have an opportunity to review.

5. **Financial Report.**

Eileen reviewed the 12/31/2019 preliminary financials, noting that approximately \$5,000 in surplus operating funds is anticipated. RK Mechanical has not yet billed for the meter replacement which will be posted in January to the reserve fund.

Reserve Schedule. The reserve schedule was included, but not reviewed as it has not changed since the last meeting

6. **Other Business.**

Insurance Renewal. Deanna Blomquist is working on getting another proposal from an agency with commercial lines carriers. The Board will wait another week for a proposal and if it is not received by then, renew the current proposal. It was noted that an insurance policy can be cancelled at any time should the Board desire to do so. Carol noted that Guaranteed Replacement Cost is an important feature of the CAU policy.

Meter Replacement. RG reported that the meter replacement went well and inspections have been done. Backflow inspections will need to be done annually and he will try to push it into 2021 but it just depends on the notice.

Tree Study. This will be on the March agenda.

7. **Adjournment.** The next regular meeting of the Board is scheduled for Thursday, March 19<sup>th</sup> in Unit 1, There being no further business to come before the Board, the meeting adjourned at 7:10 pm.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

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By:

Eileen Jacobs

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