

THREE FOUNTAINS CORPORATION

President: Jeff Rickard
Treasurer: Kathy Mehlmann
Member at Large: Cassandra Rocha

Vice President: Barbara Florey
Secretary: Barbara Griswold

MINUTES February 27, 2018 @ 6PM

CALL TO ORDER / ESTABLISH QUORUM - 6PM

A. Homeowner's Forum

1. Abby Marsh thanked the crew again for coming in to shovel snow on a weekend and their continued diligence with snow and ice.
2. Barbara Griswold encouraged everyone to go look at the redone exercise rooms and the painted hallway in the basement of the clubhouse.
3. The exercise equipment should arrive around mid - March.

B. Approval of Minutes - Board of Manager's Meeting - January 23, 2018 - approved

C. Updates and Reports

1. Property Manager's Report

1. A third coat of paint will be put on the walls of the hall in the basement of the Clubhouse. Chris will set a time for the delivery and installation of the flooring for the main exercise room. A black rubber baseboard has been put in the two rooms. One of the windows in the double doors to the main exercise room is being repaired and the lock has not been installed yet.
2. 7017 - The exterior wall of the garage has been framed and boarded awaiting further work. The electrical has been fixed.
3. 3230 - A roof drain which was not secured tightly by the roofers was repaired by the Three Fountains crew. There was interior flooding from ice in a drain. There may be exterior wetness which could require exterior renovation. Chris issued parking passes to the resident for a car, a trailer and a dumpster. The first interior work to be done is asbestos abatement. Most of this damage was from a previous roof leak.
4. The ducts in the Clubhouse were cleaned for \$1700. The pictures showed a lot of debris. The Board approved this cost by email. Chris has the name of this company if residents need it. He felt they did a great job and they were considerably cheaper than other bids.
5. The Board approved by email for Chris to issue a ticket for a car violation.
6. 3384 - The Board approved by email letting the owner take care of the lawn in front of her unit since Keene's lawnmowers have scalped the area. It was discussed whether to rope off the area or place rocks artistically so that Keesen knows not to mow this area. Chris and Jeff will talk to the homeowner.
7. 3278 - new white windows - Chris approved

- 3218 - more windows - Chris approved
8. Some residents have complained that they have not been informed soon enough about emergencies such as water breaks. Reverse calling was discussed and the cost to cover emergencies. This service could include pool closures. It will be considered for next years budget.
 9. Chris put the phone numbers of the Board members on the website and in the newsletter.
 10. Chris is changing the access times of the locks on the doors to the Clubhouse to allow 24 hour / 7 day a week use.
 11. The oil was changed in the truck.
 12. 3261 - The garage was prepped and painted.

2. Treasurer's Report as of January 31, 2018

From the January 31, 2018 Financial Statements:

STATUS OF FUNDS:

Cash in Bank, Operating Fund	\$ 256,452
Cash in Bank, General Reserve Fund	\$ 35,770
Investments, Capital Improvement Fund	\$ 959,926
Total Cash	\$ 1,252,148

ACCOUNTS RECEIVABLE:

Assessments Receivables - Net	\$ 3,230
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CURRENT MONTH INCOME :

Assessments	\$ 84,692
Late Charges / Interest	\$ 1

MAJOR VARIANCES YTD ACTUAL TO YTD BUDGET PER THE CURRENT MONTH REPORT:

Only new account variances for this month were discussed.

All budget variances are at or near budget with the following exceptions:

- 1.610105 - Exercise equipment and flooring - Actual \$ 4,900 - Budget - \$ 0 - unfavorable variance (\$ 4,900) funds were not budgeted for this line item as the Board approved the expenditure in 2017 as part of the Comcast money to be spent for the community's benefit. \$ 10,000 of the Comcast money was allocated for exercise equipment. Approximately \$ 9,000 will be spent on equipment and \$ 2,000 on rubber mat flooring for the room.

AGING REPORT:

5 accounts at 30 days, 1 account at 60 days, 1 account is at 90 days, 1 account is on a payment plan and is current, and 1 account is with HUD. All other accounts are current.

References: Unaudited Balance Sheet, Income Statement, Budget Comparison and

Account Receivable Aging Reports. Financial Statements are on file with the Property Manager.

Jeff talked with LCM to better evaluate Three Fountains financial position after having so many unexpected expenses. They did some reserve studies for him and assured him that Three Fountains is in a good cash position.

The Treasurer's Report was approved.

3. Finance Committee - The Finance Committee met on February 12, 2018 and discussed the following topics: Kathy apprised the Committee of the current Board issues which are the use of the line of credit for payment of roof replacement in 2018, budget overages regarding the exercise equipment and updating of two rooms housing the equipment plus the hall way in the lower clubhouse level, and further conservation regarding FHA and how it impacts Three Fountains. The Committee is considering which line item to use to pay the \$25,000 deductible for the damage that was done to unit 7017 after a car ran into it. At the January Board meeting Herb Phelps stated that it is getting harder to find an insurance company to cover wood shake roofs. It is possible that Three Fountains will have to draw down the investment account to expedite this process. The insurance increase for the upcoming year is 6% to 8%. The Committee discussed how to expedite the process of roof replacements this year and decided to see what evolves over the next several months given the market volatility before a decision is offered. Kathy asked that the budget should be prepared to present to the Board in a timely fashion prior to the September Annual Meeting where it would be presented to the Homeowners for review. This was presented by Abby Marsh, Chairman.

4. Landscape Committee - A meeting was held February 27, 2017 to discuss the island plantings in Lane 1. There is also a need for sod to replace an area on the north east corner of Lane 1 entrance which is recommended to come from the turf management budget. Keesen will begin working on mud spots in 2 weeks. This cost was approved by the Board by email.

5. Welcoming Committee - Calls or messages have been left to all new residents whose names have been given to the Committee. There was discussion at the Board meeting about what to do with the Welcoming Packet when a resident does not return the phone call. It was decided that the Welcoming Packet will be sent by mail to those residents.

6. Pool Committee - A 2018 Amended Resolution of Three Fountains Corporation was presented which is eliminating pool passes. It was approved by the Board and is effective February 27, 2018. This Rules and Regulation will be sent by mail to all residences. There will be no scheduled times to pick to pool passes and this eliminates the ability to get new residents to sign the Resident Signature Page stating that they have read, understand and agree to abide by the established Three Fountains Rules. This form will be included in the Welcoming Packet from now on and that Committee will get the signatures and return the forms to the Property Manager. Barbara Griswold will have forms at the Semi-annual Meeting for new residents that have moved in since May 2017 and have not signed it. It is necessary for Liability purposes.

D. Unfinished Business

1. Exercise Equipment - the Board approved by email the added expense for exercise room needs.
2. 7017 - Jim Black Construction was approved by the Board by email.

E. New Business

1. FHA approval - Calls have been received by the Board from Three Fountains homeowners who want to obtain a Reverse Mortgage. FHA condo approval is needed and There Fountains , at this time, does not have FHA approval. A homeowner asked the Board to consider paying the FHA fee of between \$1,000 and \$2,000 so that she could obtain the Reverse Mortgage. In paying this fee, it would open up to all of the community the ability to use FHA for refinancing or Reverse Mortgages. It would also allow prospective buyers the ability to use this service. The fee covers a 2 year period and then every 2 years \$500 is required. Jeff asked that this be discussed again at the Semi-annual meeting in March. The Finance committee is to consider this in their planning for the budget for next year.

Submitted by Barbara Griswold, Secretary

Meeting adjourned at 7:07PM

Next Monthly Board of Manager's Meeting is March 27, 2018 @ 4PM
Semi-annual Meeting is March 27, 2018 @ 7PM