

# THREE FOUNTAINS CORPORATION

## Board of Managers Meeting 23 August 2016

President:	Abby Marsh	Vice President:	Jan Hiatt
Treasurer:	Jeff Rickard	Secretary:	Kevin Haight
Member at Large:	Kathy Mehlmann	Assistant Secretary for Recording:	Katy Conroy

### MINUTES

#### Call to Order / Establish Quorum

Bob Weiss, LCM, distributed copies of the preliminary budget to Board and Finance Committee members; responded to questions from the Board and homeowners; defined 'desirable reserve amount' as 10% of an association's assessments/dues.

#### A. Homeowners' Forum

1. Request for fencing around the dumpster at the end of lane 8 will be a future agenda item.
2. Request that landscape committee consider who, if anyone, should take on responsibility for future maintenance of the common area around fountain 3, which was previously planted by homeowners who are no longer physically capable of keeping it up. The committee will consider the request and report back to the Board.

#### B. Minutes of Board Meeting, 26 July 2016, approved.

Minutes of Special Meetings with public insurance adjusters, 16 August 2016, approved.

#### C. Updates and Reports

1. Treasurer's Report, accepted subject to audit.
  - a. Abby reported that of the two delinquent properties that are in collections, one entered into a payment plan and the other is still negotiating terms for sale. Abby will instruct 3F attorney to give a date certain of 1 October for settlement.
  - b. Abby outlined for the Board the transition measures that need to occur when the presidency of the Board changes in September.
2. Property Manager
  - a. Roofing project is on hold, pending further discussion of insurance claim.
  - b. Insurance Claim discussion postponed pending response from 3F attorney.
  - c. Tree removal and stump grinding of pine tree between 7041 & 7043 by Brickman, approved.
  - d. Pine Lane Nursery replacement planting of crab apple tree at lane 1, approved.
  - e. 3200 slab problem still unresolved; lack of response from engineers/contractors is the cause for delaying the resolution for the homeowner.
  - f. Homeowner's request for building a ramp onto lane 4 will be referred to 3F attorney for clarification of ADA compliance requirements.
  - g. Items previously approved by email:
    - 6985 stucco wall replacement by Tony Richards
    - Lane 4 landscaping by Designs by Sundown
    - Reinforcement for pool gates

h. Architectural Requests approved:

- 3344 windows;
- 6901-A patio/fence extension;
- 6951-B satellite dish;
- 3258 planting on common area;
- 3354 garage door replacement – new owner must submit request;
- 3354 radon filter must vent through the roof or up the side of wall.

i. Four lilacs will be planted behind 6901-A

3. Finance Committee, no written report submitted; waiting for quotes for insurance;
4. Pool / Activities Committee, no written report submitted;
5. Landscape Committee, no written report submitted; questions asked pertaining to Brickman's warranty for dead and dying plants in lane 1:
  - a. what is the action plan for enforcing the Brickman warranty?
  - b. who has responsibility for implementing the action plan?
  - c. when will the action plan be implemented?

Responses:

- a. While there is no action plan per se, Chris and Brickman will continue to monitor the area. Chris continues to work with Brickman on replacements of dead plants.
  - b. Brickman will replace three dwarf mugos – 1 that was previously replaced with the wrong species, 2 that are dead. They will continue to monitor the other mugos that are turning brown.
  - c. New plants will be installed this week.
6. Nominating Committee objected to being on the agenda and refused to submit a report to the Board, as requested. After lengthy and energetic exchanges, the committee agreed, under protest, to provide the Board by the end of the evening, the names of the 5 candidates seeking election to the Board in September. After receiving the names, Jan and Kevin will contact the candidates to determine their availability to participate in a 'Meet & Greet' on September 17.

**D. Unfinished Business**

1. Snow plowing procedures drafted by Abby were accepted as future guidelines.
2. Parking violations have worsened since this was initially brought to the Board's attention several months ago. Chris will walk the grounds with Parking Authority representative and suggest next steps.

**E. New Business**

1. The Board agreed to give Chris authority to approve Architectural Requests that meet typical previously established standards and report those to the Board. Any requests that are outside the norms will continue to be presented to the Board for approval.

**Next Regular Board Meeting: 27 September, 4 PM**

**Annual Members Meeting: 27 September, 7 PM**

**Executive Session, Election of Officers immediately following Members Meeting**

**THREE FOUNTAINS CORPORATION**

**Board of Managers Meeting –September 27, 2016**  
**Treasurer’s Report as of August 31, 2016**

**STATUS OF FUNDS:**

Cash in Bank, Operating Fund	\$ 129,070
Cash in Bank, General Reserve Fund	\$ 325,023
Investments, Capital Improvement Fund	\$ 885,368

**ACCOUNTS RECIEVABLE:**

Assessments Receivables	\$ 14,395
-------------------------	-----------

**INCOME:**

Assessments	\$ 84,692
Late Charges / Interest / Other	\$ 289

**MAJOR VARIANCES (MTD) FOR THE CURRENT MONTH REPORT:**

“All budget variances are at or near budget for the current report.

**AGING REPORT:**

3 Accounts over 30 Days, 3 Over 60, 1 over 90 and 2 Accounts in collection. All other accounts are current.

Prepared by: Jeffrey Rickard  
Treasurer September 19, 2016

References: Unaudited Balance Sheet, Income Statement, Budget Comparison and  
Accounts Receivable Aging Reports  
Financial Statements on file with Property Manager

\*Unaudited