

**MAIN STREET SQUARE OF ROYAL OAK  
BOARD OF DIRECTORS MEETING MINUTES – WEDNESDAY, August 10, 2016  
At the Home of Josh Alpert – 189 Georgetown Square North**

**PRE-Meeting at the NE corner of the Property to discuss fence vs. shrubbery options – 6:00**

**Meet at 189 Georgetown Square North at 6:30**

I. Administrative Issues:

- a. Call to order and establishment of a quorum: 6:35 PM  
Attended: Ron Geddish, Josh Alpert, John Myer, Yana Staples, Mike Haberlein  
Absent: Steve Miller
- b. Minutes of the June 15, 2016 Board Meeting - Motion by Ron Geddish, seconded by Yana Staples to approve the regular and executive minutes from the June 15, 2016 and to incorporate votes via email since the last meeting see below Carried by ALL.

Motions approved since last meeting:

- Approval of the June Payables – 6/21/16
- Approval of the waiving of certain fees from Vasquez account – 6/27/16
- Acknowledgement of the resignation of Matt Kaminski and appointment of Josh Alpert to replacement him as a Board Member – 7/2/16
- Approval of a proposal to replace wood balcony railings – 7/6/16
- Approval of concrete and tuck pointing repairs – 7/14/16
- Approval of DEC-TEC balcony flooring for 3.5 units
- Approval of painting and wood replacement of 20 bays on the ends of 10 buildings – 7/18/16
- Approval of three quotes for building repairs – 7/21/16
- Approval of July Payables – 7-21-16
- Approval of the 161 W Kenilworth lease agreement – 7/28/16
- Motion made and withdrawn for fence installation at NE corner of the property – 7/28/16

- c. Review of the 2016 Annual Meeting Minutes – approval will be by co-owners at the 2017 Annual Meeting
- d. Review of operating statements: Motion to Approve by Josh Alpert, 2<sup>nd</sup> by Ron Geddish, Carries by All

June 2016	Actual	Budget
Income for the month	24,745	23,955
Expenses for the month	25,685	27,884
Net Income (Loss) for the month	-940	-3,929
Net income (Loss) for the year	2,196	-5,163
Reserve Fund Contribution	12,122	2,500
Working Reserve Fund	43,936	
Designated Reserve Fund Contr.	9,068	
Designated Reserve Fund	85,739	
Reserve Fund Balance	128,675	

July 2016	Actual	Budget
Income for the month	23,350	23,580
Expenses for the month	31,863	21,184
Net Income (Loss) for the month	-7,293	2,771
Net income (Loss) for the year	-4,958	-2,392

**See Account Ledgers for Working and Designated Reserve Fund History**

- e. The election officers was as follows:

Geddish – President  
Miller – Vice President  
Alpert – Treasurer  
Myer – Secretary  
Staples – at large

Motion by Ron Geddish, 2<sup>nd</sup> by John Myer, Carried by ALL.

- f. Attorney's invoices – 7/8/16
- g. Attorney's list and late list from 7/20/16; Attorney's Notes – 7/25/16
- h. Attorney correspondence:
  - Unit 2- Notice of Lien
  - Unit 15 - Notice of Lien
  - Unit 61 - Notice of Lien and Discharge of Lien
  - Unit 90 - Notice of Lien
- i. Status letters –
  - Unit 58 – Sale from Dolores Tanana – closing scheduled for 7/29/16
  - Unit 104 – Sale from Jim Marlin – closing scheduled for 8/17/16
  - Unit 119 – Sale from Jenny Cardelli – closing scheduled for 8/5/16
  - Unit 122 – Sale from David Fahmy – closing was on 6/20/16
- j. Co-owner correspondence
  - Unit 7 – Courtesy notification re: garage door open
  - Unit 9 – 3<sup>rd</sup> notice of violation: screen on balcony
  - Unit 9 – 4<sup>th</sup> notice of violation: screen on balcony
  - Unit 21 – Courtesy notification re: garage door open
  - Unit 21 – 2<sup>nd</sup> Courtesy notification re: garage door open
  - Unit 39 - 2<sup>nd</sup> notice of violation re: garage door open
  - Unit 55 – 4<sup>th</sup> notice of violation: furniture on front porch
  - Unit 55 – 5<sup>th</sup> notice of violation: furniture on front porch
  - Unit 107 – Courtesy notification about dog waste not cleaned up
  - Unit 107 – 1<sup>st</sup> Violation warning about 2 dogs in a unit
  
  - Unit 56 - Sale from Dolores Tanana to Jacob Ellis – closing scheduled for 7/29/16
  - Unit 104 - Sale from Jim Marline to Lori Wold – closing scheduled for 8/17/16
  - Unit 119 - Sale from Jenny Cardelli to Ahsun Surti – closing scheduled for 8/5/16
  - Unit 122 – Sale from David Fahmy to Bruce Pazner – unit closed on 6/20/16

## II. MAINTENANCE ISSUES

- a. Joe's Quality Construction – Dec-Tec balcony replacement and three other projects in the works
- b. Perkins Painting – presently replacing rotten wood and making repairs on 20 bays, caulking and painting
- c. RC Construction just finished concrete replacement and tuck pointing project
- d. Blue Water Construction finished 45 wooden handrails on balconies – painting will occur in October of next Spring 2017
- e. Pot hole in parking lot – filled in: wait to see what happens.
- f. Tree trimming along Allenhurst: Miller, Gonzalez and Haberlein will evaluate
- g. Georgetown landscaping improvements – Steve Miller – what is the status? Alpert needs his landscape re-done. Benches for the Gazebo? Cut down viburnum to the ground?
- h. Fencing at the NE area along Kenilworth – what is the consensus?  
For the time being the board agreed to postpone the installation of a fence at the NE corner of the property. Instead, the board wants improved irrigation at the NE corner of the property and 4 new 6' arborvitae installed. The situation will be evaluated again in a year. Motion by Josh Alpert, 2<sup>nd</sup> by Ron Geddish, carried by all
- i. Motion by Ron Geddish to make Yana Staples as Landscape Czar, 2<sup>nd</sup> by Josh Alpert  
Going forward, S. Miller and Y. Staples should be involved in all tree trimming by the contractors. Motion was passed to have Yana Staples coordinate future landscaping.
- j. The board agreed that there is some dissatisfaction with Rain Man as it regards the proper operation of the irrigation system about watering at the NE corner of the property. The board attributes this irrigation malfunction to at least a partial cause for the failure of arborvitae to survive. Motion by Josh Alpert, 2<sup>nd</sup> by Ron Geddish, carried by ALL M. Haberlein will contact Rain Man about the insufficient irrigation in this area and also contact another irrigation company to evaluate the site for recommendations for improvement.

- k. Alpert's landscaping project is not successful. Sue Grubba will confer with Alpert for a design that is complimentary to the other landscaping in the Georgetown area. Alpert is willing to coordinate with Grubba and the irrigation contractor to make sure sufficient water is provided to insure success of the plan (i.e., temporarily install soaker hoses and provide a regular drip irrigation for newly planted specimens through this fall).
- l. FHA approval procees – PRO Realty Proposal – in the works.
- m. Dyer duct evaluations: vent vs. cage. The board agreed to have 5 or 6 dryer ducts cleaned as an experiment to see how much lint is actually in the dryer ducts before making a decision to clean all of them. Haberlein will contact Dalton Environmental to see what the charge would be.
- n. Powerwashing of the under soffit area above and around garage doors (Tabled)
- o. Landscape Solutions will install ONE underground drain on S. Washington as a prototype to determine if that provides a suitable alternative to the temporary green flexible drains from the downspouts.
- p. Based on feed back from the annual meeting and discussion at the board level, the board agreed that benches in the gazebo are not a good idea. The project should be abandoned. If the benches are already ordered, the order should be cancelled. If it can't be cancelled, the benches should be sent back at association cost for credit. The association will reimburse S. Miller for any expenses associated with the benches. Motion by Josh Alpert, 2<sup>nd</sup> by Ron Geddish, carried by ALL.

III. OLD BUSINESS

Utility spreadsheets

IV. NEW BUSINESS

V. SCHEDULING OF NEXT MEETING

VI. ADJOURNMENT – Motion by Ron Geddish, seconded by Josh Alpert, to adjourn the meeting at 8:39 PM PM.