

# ***HEREFORDSHIRE CONDOMINIUM ASSOCIATION***

## ***Board Meeting Minutes***

***July 14, 2011***

The Board of Directors meeting was called to order at 9:00 am. Board members present were Jerry Walters (President), Geoff Cox (Secretary/Treasurer), and Brian Morris (Welch Randall).

### **REPORTS**

1. Reviewed and Approved June 2011 Financial Reports.
2. Reviewed action items from June 14, 2011 Board Meeting.
3. Reconciled the Zion's Monthly Bank Statement.

### **BOARD DISCUSSION**

1. Election of Officers Positions:
  - a. Jerry Walter (President)
  - b. Dave Vlaanderen (Vice President)
  - c. Geoffrey Cox (Treasurer/Secretary)
2. Review status of Accounts Receivables and Expenditures YTD versus the Budget
  - a. The Welch Randall financial report started effective March 1, 2011 (does not include January and February 2011)
  - b. Need to summarize expenses and income for the months of January and February 2011 to include in 2011 year end report
3. Travelers Insurance Status of revised policy meeting next week
  - a. Unit 131 insurance claim
  - b. Replace old policy with new revised policy on the HOA web site
  - c. Find out when quote for additional changes will be available and schedule a meeting with the insurance representative
4. Approved request for modifications to front of Unit 111
5. Maintenance
  - a. Masonry contract status
    - Need bids on front planter on west row (Welch Randall)
    - Define schedule plan for completion of masonry contract
  - b. Roofing-Special Assessment
    - 20 Units have paid so far
    - Be prepared to proceed with collection of any unpaid special assessment after 22 July deadline
  - c. Roofing Construction Schedule
    - Current status: Units 129-132 expected to be complete by Monday, 18 July.
    - Units 109-114 will be the next roofing project
  - d. Emergency asphalt patching: **COMPLETED**
    - Additional work deferred due to cash flow
  - e. Gutter contract delayed until roofing is completed
  - f. Sidewalk leveling work: **COMPLETED**
  - g. Sewer line repair bids... deferred due to cash flow
  - h. Security lights on Units 121/121 and Units 125/126: **COMPLETED**
  - i. Follow up with Roy City regarding responsibility for enforcing compliance with Utah State building codes (determined 2010 re-roofing of units 101 – 104 in violation of building code)
6. Grounds Maintenance
  - a. Unit 133 & 135 tree removal
  - b. Removal of Oregon Grape Bushes still underway

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- c. Mow area in front of unit 108- Landscapers
- d. Sprinkler repairs are continuous
- e. Weeding and bush trimming needs to be scheduled
- f. Discussed fall agenda item for landscaping of east planter areas

**LEGAL**

- 1. Ray Kimber Motion to Court-still waiting on court decision
  - a. Legal costs up to this period has been \$12,287 to the HOA and now fully paid
  - b. This was approximately 33% of our yearly operating budget
- 2. Unit 125 foreclosure... maintenance, special assessment and legal fees are still owed and lawyer will be taking further action
- 3. Proceed with collection on any unit which is more than 60 days in arrears on maintenance fees
- 4. Expecting release of CC&Rs week of July 17 or 24 to Attorney Walt Merrill

**NEW BUSINESS**

None

**INFORMATION**

- 1. **Another Reminder:** If there are any issues that need attention, please contact Brian Morris at [brian@welchrandall.com](mailto:brian@welchrandall.com) or (801) 399-5883.

**APPROVAL OF MINUTES**

Approved by the Board

**ADJOURNMENT**

Meeting adjourned at 11:00 pm.