

**Minutes  
Colonial Village III  
Board of Directors Meeting  
17 November 2008**

**Call to order:**

Mr. Haley brought the meeting to order at 7:02 P.M., and called the roll of Colonial Village III's Board of Directors. Present at that time were Kevin Haley, treasurer; Dennis Gerrity, secretary; and Charlie Clark, member at large. Association manager Paula Covington, and maintenance engineer Stan Kiman were also present at that time. Unit owner Larry Poe; Cheryl Concelman, vice president; Eric Nicoll, president, arrived after the start of the meeting.

**Proof of Notice of Meeting:**

All unit owners in attendance acknowledged the timely receipt of notice of this meeting.

**Reading and Approval of Minutes:**

Mr. Haley moved that the minutes of the 20 October 2008 board meeting be approved without change. Mr. Clark seconded this motion, and it was approved unanimously, Ms. Concelman and Mr. Nicoll not present.

**Open Forum for CVIII Owners:**

Mr. Poe reminded the board that the two picnic tables at the bottom of the hill in front of 1821 N. Rhodes St. were in poor repair. He suggested that they be replaced and other improvements be made to this area. The board agreed to consider Mr. Poe's suggestion in more detail at a future meeting.

**Correspondence from Owners:**

The board received no correspondence from owners since its October meeting.

**Priorities for 2009:**

The board briefly reviewed its priorities for CVIII in 2009. These included negotiating a new property management contract with CMI or some other firm; updating CVIII's Reserve Accounts Study; hiring an independent roofing engineer to advise the board on maintaining and replacing CVIII's roofs; moving to the next phase of mortar renovations; painting exterior woodwork; addressing public safety issues; and improving CVIII's landscaping.

**Reports of Officers:**

See pending and new business.

**Committee Reports:**

See pending and new business.

**Management Report:**

**October Financial Update:** After making allowances for errors and omissions in the October income and expense statements, Ms. Covington said CVIII had a year-to-date operating surplus of \$4,512 as of the end of October 2008. The board noted that \$7,311.20 in bills for replacing the meter-stack cabinet serving 1805 N. Rhodes St. had been incorrectly charged to an operating account and this expense should be charged to reserve account #30165 — "Electrical Service Systems". The board also noted that \$8,600 in expense for seal-coating the surface of the parking lot should be charged to account #30030 — "Asphalt Reserves" — not account #30940 — "Streets and Sidewalks" Ms Covington agreed to have these changes made.

**Maintenance:**

Mr. Kiman said that there had been no unusual maintenance problems during the past month. The board asked and Mr. Kiman agreed to remove a mattress and box spring that a thoughtless resident had disposed of in the woods just north of the bike path.

**Pending Business:**

**Masonry Renovations:** Mr. Kiman informed the board that Culbertson was well along with the second phase of masonry renovations at Building Four and he expected that this projected would be finished in early January 2009.

**Verizon Fiber Optic Cable:** Mr. Kiman informed the board that Verizon had completed installation of fiber-optic cable and related equipment in CVIII except for relocating equipment serving 1720 Queens Ln. and installing wiring for one unit at 1829 Wilson Blvd. Ms. Covington told the board Verizon had requested permission to canvas CVIII door-to-door for two hours on Saturday, 22 November 2008, for residents interested in subscribing to its FiOS services. After discussion, Mr. Gerrity moved that the board give Verizon permission to solicit FiOS customers for two hours on Saturday, 22 November 2008. Mr. Haley seconded this motion, and it was approved with Messrs. Clark, Gerrity and Haley voting aye and Ms. Concelman abstaining, Mr. Nicoll not present.

**Trash Service:**

The board noted that the price of gasoline had declined significantly but Thompson Hauling had not reduced or discontinued the surcharge it was billing CVIII because of the high cost of fuel for its trucks. The board asked and Ms. Covington agreed to ask Thompson Hauling to reduce or eliminate this fee.

**Landscaping Update:**

Mr. Gerrity informed the board that McFall & Berry had completed installation of enhancements scheduled for fall 2008 with the exception of three dogwoods, which would be planted in early December. Mr. Gerrity said that the Landscaping Committee would review its proposals for 2009 with the board at its January meeting.

**Executive Session:**

Mr. Haley moved that the open session of this meeting be adjourned, and the board and Ms. Covington convene in executive session for the purposes of reviewing delinquent assessments and discussing a violation of CVIII's By-Laws. Ms. Concelman seconded this motion, and it was approved unanimously at 7:20 P.M., Mr. Nicoll not present. The board reconvened in open session at 7:43 P.M.

**New Business:**

**Holiday Bonuses:** After discussion, Mr. Nicoll moved that CVIII give the following holiday bonuses: Paula Covington, \$1,000; Stan Kiman, \$1000; Leon Guevara, \$750; and Sonya Rainey, \$500. Mr. Gerrity seconded this motion, and it was approved unanimously, Mr. Cook and Mr. Haley not present.

**Colonial Village 2008 Holiday Party:**

After discussion, Mr. Nicoll moved that CVIII contribute \$250 to help defray the expense of the Colonial Village Holiday Party to be held on 12 December 2008. Ms Concelman seconded this motion, and it was approved unanimously, Mr. Cook and Mr. Haley not present.

**January 2009 Board of Directors Meeting:**

The November board meeting is scheduled to take place at 7:00 P.M. on Monday, 19 January 2009, in the conference room in the CMI office at 1903 Key Blvd.

**Adjournment:**

Mr. Nicoll moved that this meeting be adjourned. Ms. Concelman seconded this motion, and it was approved unanimously at 7:47 P. M., Mr. Cook and Mr. Haley not present.