



2021-04-20 Board of Directors Agenda

Call to Order and Establish Quorum

Call to Order of this regular meeting of the Board of Directors of “The Fairways Condominium Unit Owners Association” starting on 2021-04-20 06:30 PM ([Board of Director Conference Link](#))

The following Board of Director members are present:

- Doug Leonard, President
- Jim Willeke, Vice President
- Kathryn Lake, Secretary
- Susan Delozier
- Kathy Noblet

The moderator has determined a quorum by declaring a majority is present.

Greet Guests

Ask each Guest to state their name and Unit Number or for vendors whom they represent and their primary purpose for attending.

- Jim Daxon -
- Larry Arlen
- Dee Merrilies

Property Manager Report

Details what has taken place in the association from the last meeting and should include any:

- 2021-03-16-maintenance-Feb-Mar.pdf
- 2021-04-20-maintenance-Mar-Apr.pdf

- Closed Maintenance Incidents
- New Maintenance Incidents
- Outstanding Maintenance Incidents
- [Stair Repairs](#) - we were waiting on an estimate for 6&8 FAIRWAY DR and 80&82 FAIRWAY DR As I recall.

This report should be provided to the board members several days in advance of the meeting. Targeting discussion to the items needing board approval will help accelerate this portion of the meeting.

Financial Report

- [2021-03-31-treasure-report.pdf](#)
- [2021-03-31-paid-items.pdf](#)

Approval of Minutes

The board of directors votes to approve the minutes:

- [2021-03-16-board-meeting-minutes.pdf](#)

The minutes should be provided to the board members several days in advance of the meeting. Targeting discussion to the items needing board approval will help accelerate this portion of the meeting.

Old Business

These items were discussed in previous meetings that require further research or discussion before action by the board.

Under old business maybe an update on road sealing, the roofing project, walk around inspection and landscaping. Under new business chimney caps.

[2020-landscape-Unit-Check](#)

Upon discussion, it was **RESOLVED**, in email to go forward with the Landscape Plan spring 2021 - [2021-04-12-Approved in email](#)

Annual Meeting Preparations

[2021-Annual Meeting Plan](#)

[2021-annual-meeting-packet.pdf](#)

- Upon discussion, it was **RESOLVED**, for renting the [Schnormeier Event Center](#) on Thursday, May 6 for a total of \$300.00 - including microphone, head table and folding chairs has been [adopted in Email](#).
- Doug got the Attorney to moderate meeting

- Jim put out Help Wanted add for Occupants and Newsletter - got one response.

New Business

Bookcase for Office

Benches

Rehab Benches

- Bench at Office
- Bench at Fairway DR and Fairway DR.

The Fairways Concrete Work

I think we should move our concrete work efforts from a reactive to a pro-active mode.

What is the life expectancy of a concrete driveway?

The average Concrete driveways have a lifespan of about 30 years. Probably less in cold-weather climates. However, many factors affect how long exactly yours will last, including the weather elements it is exposed to, the concrete mix that was used to make the driveways, the quality of the installation work, and the maintenance steps taken.

I would recommend that when we repair a driveway or substantial walkway area we have the unit's concrete cleaned and sealed. If we repair 5 Units a year it would still take us about 5-years to get all of the concrete sealed and then it is time to seal again.

[The Fairways Concrete Work](#)

[2021-concrete-Unit-Check](#)

Adjournment

This closes the meeting. The time of adjournment can be posted in the meeting notice which provides certainty of a meeting's end. A specific adjournment time also encourages focus on the agenda items.

Before adjourning, the board should announce the meeting time of the next meeting. March 16th, 2021.

Executive Session

If a board member asks us to go into an Executive Session following the regular scheduled meeting.

Only the Board of Directors and specifically invited guests are permitted.

2021-04-20-Executive-Session Meeting Agenda - If needed.