

FAIRWAYS CONDOMINIUM UNIT OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

November 19, 2019

Board members present: Doug Leonard, Jim Willeke, Patsy Hommon, Susan Deflosier, Kathy Noblet

Contractors present: Thom Collier of Collier Property Management

Guests present: Leonard Lashmet

- I. A quorum having been established, the meeting was called to order at 6:30 by president Doug Leonard.
- II. The following minutes were approved.
 - A. Board of Directors meeting 10/15/19, motion made by Jim, seconded by Kathy
 - B. Special board meeting on landscape contract 11/04/19, motion made by Kathy, seconded by Susan
 - C. Special board meeting on maintenance issues 11/13/19, motion made by Susan, seconded by Jim
- III. Maintenance report by Thom Collier
 - A. 62 Fairway Drive had inquired about whose responsibility it is to repair outside faucets. It is the owner's responsibility. Collier Properties made the repair and billed the owner who would rather have made their own repair. Thom will follow up with the owner to make this right.
 - B. It was discovered that a clogged downspout at 3FC was filled with frozen water and concrete from a recent chimney repair. Miller's construction will be contacted by Doug about checking this property and the 7 FC and 25 FD properties where chimneys were rebuilt to see if a similar situation exists. In the meantime, Collier Properties has repaired 3 FC.
 - C. The owner at 5 FC had requested the fireplace be closed up, insulated, and the vent plugged. She does not use it, and it is drafty. The furnace vent was mistakenly plugged. Collier's Properties has corrected the mistake and absorbed the cost of doing so.
 - D. Other routine maintenance issues were handled.
- IV. Financial Report for October was accepted.
- V. Old Business
 - A. Landscape
 1. An electronic vote was taken on 10/19/19 to approve the trimming of large trees at 1 and 5 Fairway Court by Preservation Arborists.
 2. New contract with Prescription has been accepted.
 3. Plans for removals and replacements for next year should be made for budget purposes.
 4. Kathy continues to get estimates and plans for eventual replacement of blue spruce trees at the entrance.
 - B. Enforcement discussion was tabled.
 - C. Gravel behind retaining wall at FD/FC intersection will be completed soon.
 - D. More research needs to be done on concrete repairs. A walk around is needed to determine what areas need attention.

- E. Suzy Davidson of the Red Cross will be contacted by Jim for information on the coordinated effort of the Red Cross and Fire Department to replace smoke detectors at not cost.
- F. Susan will continue to research replacement street signs.
- G. The Monroe township trustees can not do anything about requesting mowing on the vacant lot to the north of us. Property is owned by Randy Canterbury.

VI. New Business

- A. Warranty information has been received from Miller's Custom Exteriors who have completed the chimney work. All are pleased with the work they have done.
- B. McDaniel CPA engagement letter has been received and accepted.
- C. Jim recommended that board members review the reserve study information sent by Kamen, Cusimano. Discussion to take place at a special meeting on December 12, at 6:30 at the clubhouse.
- D. Reserve study information is available through a link on board member website.

VII. Meeting was adjourned to executive session.