



Board Meeting Minutes

The June meeting of the board of directors of the Fairways Condominium Association was convened on Tuesday, June 16, at 6:30 p.m., in the Fairways Clubhouse, by the president, Doug Leonard.

Attendees

The following Members were in attendance:

- Doug Leonard, President
- James Willeke, Vice-President
- Susan Delozier, Board Member
- Kathy Noblet, Board Member

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

Recognize Guests

The following Guests were in Attendance:

- Pat Henderson of 82 Fairway Drive with a request for approval of a seven foot by seven foot concrete slab as an addition to her back patio.
 - ACTION ITEM: Ms. Henderson's request was formally approved by the board. Ms. Noblet will access the bush near the addition to Ms. Henderson's back patio – trimming may be necessary.
- Kathryn "Kathy" Brechler Lake of 24 Fairway Drive as a board member elect.

Property Manager Report

Thom Collier, Fairways Condominium Owners Association property manager, presented the maintenance report. Please see attachments.

- maintenance-report.pdf
- Updates "Door Upgrade Service" A number of maintenance items were reviewed and Mr. Collier will address the issues per the board and members' requests. Mr. Collier also noted the opportunity for association members to have their front, exterior doors painted for approximately \$50.00 per door. Mr. Collier will report back with confirmation of the process and how to proceed.

Approve minutes

The board of directors approved the May 18, 2020, meeting minutes with an amendment noted by Ms. Noblet. Please see attached.

- [2020-05-19-board-meeting-minutes](#)

Treasurer's Report

Mr. Leonard provided a review of the year to date operating expenses and financial reports. The financial report was unanimously approved by the board of directors. It was noted a reserve study representative will be on the property on Tuesday, June 23, 2020, to assess potential projects and issues.

- [2020-05-31-treasure-report.pdf](#)
- [2020-05-Fairways Paid Bills.pdf](#)
- [2020-05-31-Fairways Detailed P&L.pdf](#)
- [2020-05-31-Fairways Detailed Balance Sheet.pdf](#)
- Transfers and Payments

Old Business

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

- **RESOLVED** - [Re-Opening of the Clubhouse](#) - [Unanimously Approved in Email](#)
 - <https://www.fairwayscondos.org/clubhouse-covid-19>
 - https://73e812be-a15d-4bd4-95a9-ae4e2e623914.filesusr.com/ugd/81e41f_923fe8637d664b3d9c581299553a3d6a.pdf
 - <https://www.fairwayscondos.org/clubhouse>
 - <https://www.fairwayscondos.org/inventory>
- **RESOLVED** - [Deck Replacement 9 Fairway Court](#) - [Email Motion Unanimously approved](#)
- UPDATE [Roadway Maintenance](#) -
- UPDATE [The Reserve Project](#) -
- Walk around inspection
 - Reserve Study - OnSite - The Fairways Tuesday, June 23 · 09:00 – 09:50
 - [2020-Spring-Unit-Check](#) -
 - Roof Caps?
 - General - [2020-Spring-walk-arounds](#) [2020-general-Unit-Check](#)
 - [2020-power-wash-Unit-Check](#)
 - [2020-Unit-Check-concrete](#) - Thom - Setup for Some afternoon - NOT
 - [2020-landscape-Unit-Check](#)
- [Discussion-policy-complaints-violations](#) - Tabled until later.
- [Reserves-Signage and Entrance](#) - – Ms. Delozier updated the board on the new signage opportunity. She will provide more information at the July meeting
- [2020-Annual Meeting Plan](#) - Mr. Willeke will provide additional information within the next week or so.
- Reserve Study - OnSite - The Fairways
 - Tuesday, June 23 09:00 AM

- Will be poking around many units
- Accounts receivables were discussed and not further action was deemed necessary.

See [Discussions and Resolutions](#)

New Business

- **RESOLVED** Board of Directors Appointment
 - Kathryn Brechler Lake was unanimously approved by the board as the appointed Board member to fill the vacancy. She will also serve as secretary to the board of directors of the Fairways Condominium Association effective June 16, 2020.
- Sundowner Awning - Declarations – this request is being considered by the board
- Privacy Fence – under consideration - Mr. Leonard will follow up with the Unit Owner
- 2020-07-10-bid-Travelers-insurance.pdf - Discussion of pros and cons. No further consideration will be performed at the present time.
- Condominium Software – Mr. Willeke reported the availability of a number of board portal/software opportunities for ease of record keeping, archival, and data collection purposes. He is continuing to research this possibility and will bring this matter back to the board.

Adjournment

There being no further business to come before the board of directors, the meeting was adjourned by

Doug Leonard, president at 8:10. p.m.

_____, __/__/2020
Secretary (Secretary must sign minutes when approved)