

**ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
AUGUST 31, 2015**

BOARD MEMBERS PRESENT: Harold Fox – President/Treasurer
Christine Daily – Vice President
Viggo Boserup – Secretary
Michael Galardo – Member at Large

BOARD MEMBER ABSENT: Mike Lanni – Member at Large

MANAGEMENT REPRESENTATIVES: Darren Mandel
Keystone Pacific Property
Management, Inc.

EXECUTIVE SESSION SUMMARY – AUGUST 31, 2015

During the August 31, 2015 Executive Session meeting, the June 24, 2015 Executive Session Meeting minutes were approved, and delinquent accounts were discussed.

CALL TO ORDER

The meeting was called to order at 5:40 PM by Board Secretary, Viggo Boserup, at the One Ford Road Community Clubhouse.

HOMEOWNER FORUM

Several homeowners were in attendance. Items that were discussed included common area maintenance, tree trimming, signs in the community, landscaping and water restrictions throughout the community.

COMMITTEE REPORTS

A. Committee Reports –

- 1) Architectural – Geoff Joynt, Chair & Committee Member, Scott Amling. Geoff Joynt and Scott Amling were absent from the meeting.
- 2) Landscape – Mel Cecil, Chair & Committee Member, Julie Blumberg – Mel Cecil was absent from the meeting.
- 3) Facility – Phil Talleur, Chair. Phil Talleur was in attendance at the meeting and provided a report to the Board.
- 4) Maintenance – Need Volunteer.
- 5) Security – Leslie Baker & Lauri Preedge, Co-Chairs. Lauri Preedge and Leslie Baker were in attendance and provided a report to the Board.
- 6) Fitness Center/Gym – Ross Sarracino, Chair. Ross Sarracino was in attendance at the meeting and provided a report to the Board.
- 7) Adult Social Committee – Karen Lamie and Frania Black, Committee Co-Chairs – Karen Lamie and Frania Black were absent from the meeting.
- 8) Pool Committee – Rob Boyer and Richard Hamm, Co-Chairs – Richard Hamm and Rob Boyer were absent from the meeting.
- 9) Family Social Committee – Need Volunteer.

PRESENTATION

Security: Juan Gutierrez, Post Commander from Securitas was in attendance at the meeting to discuss security updates.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion: (4/0)

- A. **Approval of General Session Meeting Minutes/Architectural Submittal Report – RESOLVED**, to approve the General Session Minutes as recorded for the Board of Directors meeting held on January 14, 2015 and June 24, 2015 and to accept the Architectural Submittal Report for May 10, 2015 through August 10, 2015.
- B. **Acceptance of Financial Statements – RESOLVED**, to accept the June 30, 2015 and July 31, 2015 financial statements as submitted.
- C. **Executive Committee – Ratification of Decisions –RESOLVED**, to accept the decision of the Executive Finance Committee to approve the proposal from Commercial Aquatic to replace the failed laterals in the filtration system for a total cost of \$5,764.03, expensed to the Club Pool – Filters reserve line item #3722. Also, to approve the proposal from Commercial Aquatic to replace the motor in the Frog Pond for a total cost of \$685.56, expensed to the Water Feature operating line item #7625.

OLD/NEW BUSINESS

- A. **Architectural Guidelines for Service Contractors** – Management was instructed to obtain proposals from consulting architects to review and update the current One Ford Road Architectural Guidelines. No formal motions were made.
- B. **Architectural Procedures** – Architectural procedures were discussed. No formal options were made.
- C. **Audit Proposals** – A motion was made, seconded and carried to approve the proposal submitted by Inouye, Shively, Longtin & Klatt for the preparation of the year-end audit and taxes (\$1,100.00). (4/0)
- D. **Clubhouse and Gate House Renovation Project** – A motion was made, seconded and carried to approve the Clubhouse, Fitness Center and Gate House Renovation Project at a cost of approximately \$120,000.00 as submitted by Bassman & Blaine, Inc. (4/0)

A motion was made, seconded and carried to waive all insurance and vendor packet requirements for all vendors involved in the clubhouse, fitness center and gate house renovation project. (4/0)

- E. **Gas Powered Leaf Blowers** – A motion was made, seconded and carried to table this item. (3/1 – Christine Daily opposed)
- F. **Landscape Consultation** – A motion was made, seconded and carried to table this item. (4/0)

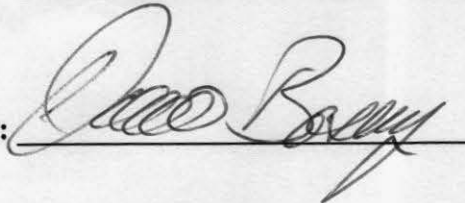
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- G. **Landscape Committee Discussion** – A motion was made, seconded and carried to table this item. Management was instructed to invite Bemus Landscape to all future Board Meetings to provide a community landscape update. (4/0)
- H. **Mesh Painting Proposal** – A motion was made, seconded and carried to approve the proposal submitted by White Dove Painting to paint the newly installed mesh at the pedestrian gates (\$750.00). (4/0)
- I. **Securitas Contract Amendment** – A motion was made, seconded and carried to have Mike Galardo report back to the Board regarding recommendations for enhanced communication devices that can be used by security. (4/0)
- J. **Securitas Guard House Post** – A motion was made, seconded and carried to table this item indefinitely. (4/0)
- K. **Safety/Security Committee Updates and Topics** – A motion was made, seconded and carried to cancel the day patrol shift effective September 8, 2015. (4/0)
- L. **Social Committee Discussion** – A motion was made, seconded and carried to have Christine Daily coordinate the Ford Pool Ribbon Cutting Event at a cost not to exceed \$5,000.00. (4/0)
- M. **Tot Lot Equipment and Play Surface** – Management was instructed to send the tot lot audit proposal submitted by SafePark to the Executive Committee for review in between meetings. No formal motions were made.
- N. **Website Updates**– Management was instructed to provide a proposal for website services. No formal motions were made.
- O. **Construction Service and Delivery Hours** – A motion was made, seconded and carried to table this item and include in the review of the One Ford Road Architectural Guidelines. (4/0)
- P. **Next Meeting Date** – The next Board of Directors meeting is TBD.
- Q. **Delinquency Policy** – A motion was made, seconded and carried to send out the revised delinquency policy for thirty day membership comment. (4/0)

ADJOURNMENT

With no further items to discuss, the General Session meeting was adjourned at 7:50 PM.

ACCEPTED:



DATE:

