

Harps Mill Woods HOA Board Meeting Minutes

Meeting Day, Date: Tuesday, February 20, 2017

Board Members: Gail Wawrzyniak, President
Ron Alford, Vice President
Brenda Campbell, Treasurer
Lois Foster, Member At Large
Donna Saldo, Secretary (Special Appointment)

Meeting Called to Order: 7:01PM

Agenda:

2nd Readings and Pool Contract
RamJack Repairs to Pool Deck
Pool Painting
Pool Furniture
Pool Mulch
Common Area Maintenance
City Funds Improvement Committee Report

Board December 6, 2016 Meeting Minutes Approved Unanimously.

Board unanimously approved pool committee members: Brenda Campbell; Chairperson, Gregory Wiggs, Janet Riddle and Bill Foster. Gail reports that the all pool committee members volunteered to perform required second-day pool reading for testing chemistry levels. The Board unanimously approved pool committee members performing a second-day pool reading, saving the HOA \$1344. Committee members will attend training session by Michael Guerrero, President of Crystal Clear Swimming Pools, Inc.

1. Action Item: Brenda to coordinate committee members trained for testing pool chemicals.

Crystal Clear Swimming Pools, Inc. 2017 Service Contract for 16 weeks was discussed and unanimously approved by the board as written, less the Additional 1 chemical reading daily, with the understanding that there may be unforeseen items, which will be evaluated by the board before approval.

RamJack proposal for stabilizing pool deck with 5-year guarantee was discussed and unanimously approved by the board.

2. Action Item: Ron will email signed contract and Brenda will provide required deposit.

3. Action Item: Brenda will confirm with all contractors the proper sequence of repairs and maintenance: should pool be drained before RamJack repairs, draining of pool before patching/painting, preparations for pool opening and Pool Open by Saturday, Memorial Day Weekend, the latest.

4. Action Item: Brenda will adjust budget line items to reflect the expenses of RamJack and power washing costs.

Board unanimously approved power washing pool building/areas needing mildew removed before pool opening.

5. Action Item: Brenda to ask and schedule pool vendor to power wash before pool opens.

Board discussed and approved unanimously for Scuba Clean to paint/repair pool for \$5900 by April the latest, completing project within a week, weather dependent.

6. Action Item: Brenda to confirm with Scuba Clean start-date and coordinate with RamJack & Crystal Clear Swimming Pools.

The board discussed what to do about pool area mulching, maintenance of pool banking (adjacent to I540), frequency of weed eating, HMW entrance sign monument landscape maintenance and common area mowing, recorded in deed as 8645 Paddle Wheel, past volunteers no longer available to continue with performing these routine necessary tasks. The board decided **7. Action Items:** the Gail would contact David Hurst for referrals and recommendations, and would also post the HOA mulch and landscape needs for vendors on Facebook.

Ron reported **8. Action Item:** Ron Bailey will have pool step repairs completed by the weekend.

Ron reiterated the order of pool chaises, table, upright chairs and umbrella. Due to lack of storage space, the Board unanimously agreed to **9. Action Item:** revisit the order for this furniture during the April 4 Board Meeting.

Cleaning of and minor repairs to existing pool furniture that remains in good condition needing to be done was discussed. **10. Action Item:** Brenda to follow up with pool committee possibly volunteering, recruiting homeowner with pressure wash machine, and/or talking with pool vendor for options and/or referrals for the tasks.

Lois reported on recent owner yard landscape modification not brought before the ARC committee for approval before work commenced. She distributed to the board an example of an ARC & Landscape Change Request Form for consideration of the board adopting such concept. After discussion the board agreed **11. Action Item:** Lois would consult the ARC committee for review and bring the ARC committee's recommendation to the next board meeting.

Donna reported on the newly formed City Improvement Funds Committee. So far the committee members are: Christine LaVallee, Gail Wawrzyniak (board liaison), and Donna. The intent is to recruit 2 more members and meet a second time later this week. There are 5 ideas to consider and the plan is for the committee members to gather details and rough estimates for each idea, next cull this list for the affordable and doable ideas, and poll the HOA membership for feedback. **12. Action Item:** Committee to report findings to the board by mid-March for consideration, and approval of 1 project.

Next Board Meeting is: 7 PM on Tuesday, April 4, 2017, place to be announced.

Meeting adjourned: 8:01 PM.

Action Items Summary:

- 1. Action Item:** Brenda to coordinate committee members training for testing pool chemicals.
- 2. Action Item:** Ron will email signed contract and Brenda will provide required deposit.
- 3. Action Item:** Brenda will confirm with all contractors the proper sequence of repairs and maintenance.
- 4. Action Item:** Brenda will adjust budget line items to reflect the expenses of RamJack and power washing costs.
- 5. Action Item:** Brenda to ask and schedule pool vendor to power wash before pool opens.
- 6. Action Item:** Brenda to confirm with Scuba Clean start-date and coordinate with RamJack & Crystal Clear Swimming Pools.
- 7. Action Items:** the Gail would contact David Hurst for referrals and recommendations, and would also post the HOA mulch and landscape needs for vendors on Facebook.
- 8. Action Item:** Ron Bailey will have pool step repairs completed by the weekend.
- 9. Action Item:** revisit the order for this furniture during the April 4 Board Meeting.
- 10. Action Item:** Brenda to follow up with pool committee possibly volunteering, recruiting homeowner with pressure wash machine, and/or talking with pool vendor for options and/or referrals for the tasks.
- 11. Action Item:** Lois would consult the ARC committee for review and bring the ARC committee's recommendation to the next board meeting.
- 12. Action Item:** Committee to report findings to the board by mid-March for consideration, and approval of 1 project.