

**Shadow Creek Condo Association
Board Meeting Minutes
August 6, 2012**

Present were: Mary Nakashian, Jerry Jacobson and Sam Maphis.
Angela Bartlett represented Bartlett Property Management.

The meeting was called to order at 2:05 pm. We have a quorum.

Approval of Agenda:

Sam moved to add window wells and parking spaces to the agenda. Jerry seconded the motion which passed unanimously.

Sam asked if we could remind folks about trash and recycling in the next newsletter.

Approval of Minutes:

Jerry said that the elevator doesn't stay on the same floor. Sam moved to approve the minutes of the July 9, 2012 meeting, with the amendment. Jerry seconded the motion, which passed unanimously.

Financial Statements:

Sam reported that overall our expenses are under budget. The painting reserves are down \$36,000.00. Angela will check that.

Sam moved to approve the July financial statements. Jerry seconded the motion, which passed unanimously.

Old Business:

The outlot agreement has been sent out.

Appendix D to the Rules of the Road is done and is available online at:
www.bartlettpropertymanagement.com.

Window cleaning: There was overspray from the painting, so the window cleaning was more expensive this time. Sam authorized the extra expense. Sam said that we need to have a policy for how to proceed when a contractor is on site and needs approval for an extra expense. We will put it on the agenda for the next meeting.

Delinquent HOA Dues: Mary sent the letter to Betsy McCorkle by certified mail. Angela will provide Mary with Betsy's email address.

New Owners / Renters: Sam met with the new renters at 337/103. Angela will get their email address to Mary.

Elevator Inspection Report: We need an elevator contractor to discuss taking over our maintenance agreement. We will invite Thuysen Krupps.

Interior Painting: Angela presented two bids to paint the interior common area. We will ask the contractors to provide comparable bids.

Landscaping: We will ask the landscape committee to come up with a plan for the front of building 337.

New Business:

Outside lights: Angela has called the landscape company to have them repair the lights they damaged. Sam said we have some other outside lights not working. We will get an electrician out to fix them.

Windows: We have some windows where the seals have broken and need to be replaced. We will make a list and get bids to replace them before winter.

There is a leak in the garage on Gwen's car. Angela will call the plumber.

Jerry moved to adjourn the meeting at 3:29 pm. Sam seconded the motion, which passed unanimously.