

DRAFT Minutes of the Meeting of the Board of Directors, Eastwood Shores No. 4 Regular Meeting of Board held January 17, 2017 DRAFT

NOT YET APPROVED BY BOARD OF DIRECTORS

1. **Attendance, Convened and Adjourned.** The meeting was convened and called to order on Tuesday, January 17, 2017 at 8:04 p.m. at the offices of Ameritech Property Management by Vice President Andrew Bemish (attending by telephone). Also in attendance were Property Manager, Christine Kelly (Standing in for Robert Kelly), President Matthew Natereli (attending by telephone), Treasurer Duane Busa and Director, Peter Harding (attending by telephone). On motion of Director Peter Harding and seconding by President, Matthew Natereli the meeting adjourned at 8:42 p.m.
2. **Quorum and Notice Verified and Minutes:** A quorum was established and proper notice verified. The Minutes from the October 18, and December 7, 2016 meetings were unanimously approved and adopted.
3. **Business Conducted** (Unless otherwise noted, all business conducted received unanimous vote from the Board.)
 - a. **Central Email:** Robert Kelly reported a central email has been established and is eastwoodshores4@gmail.com. A letter will be sent to Co-owners and tenants informing them of this new email option, but was inadvertently delayed for transmission until January 16, 2017;
 - b. **Website:** Treasurer Duane Busa will submit content changes to Ameritech's web master in order to update items on the Association's website;
 - c. **Towing Company:** Towing Company Signs from the new company previously selected by the Board should be up by the end of the week;
 - d. **Fining Committee.** Although nominations are still being sought, one individual indicated interest in serving on the fining committee while other interested will be sought to meet the minimum requirement of three serving on the committee; A book of building exterior and grounds photographs will be compiled to serve as baseline information for use by this committee;
 - e. **Exterior Lighting/Painting Update.** The electrician has completed light installation; The lights next to the "D" units need to have an adjustment made so the sensors function

properly, the electrician will make further recommendations re: this issue; Lowes painters will be contacted by our property manager to arrange for completion of touch up painting around the lights and to provide one court containers of touch up paint.

- f. **Property Inspection Items.** Property Manager to contact Pool Committee for removal of dead bush next to swimming pool fence; Property Manager to arrange for professional assessment of roots under the rear of a specific building to determine if they are a threat to the building's foundation; Bids are being compiled for grinding to a level grade several uneven sidewalks; Jimmy from LaRause will contacted to replace bushes from the recent planting; Property Manager to assess how to remediate paint stains on pavement in front of a particular building;
- g. **Zinsco Breakers.** Property Manager to gather bids from electricians who will perform breaker replacement at a discount to co-owners desiring it;
- h. **Letter Re: Garbage Collection Times.** Property Manager to compile a letter to co-owners and tenants regarding placing garbage at curb on collection day and not days before collection day; other items may be added to this letter as determined by the Property Manager;
- i. **Pressure Washing Quotes.** Property Manager to gather pressure washing quotes for removal of algae on sidewalks (a slip hazard);
- j. **Identification with Owner/Tenant Application.** The Board discussed having a picture id submitted with applications, but tabled adoption and further discussion to the next regular meeting;
- k. **Black SUV.** Action regarding an improperly parked SUV was stricken from the Agenda because this vehicle no longer appears to be on premises.

END OF MINUTES

