

**WOODSTREAM FALLS CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 16, 2008  
WFCA Clubhouse 9:00 AM**

**1. CALL TO ORDER**

The meeting was called to order by Jay Fluet at 9:10 AM.

**2. ROLL CALL**

All Board members and property management company were present: Jay Fluet, President; Pansy Moore, Vice President, Juanita Rucker, Secretary, Caryl Buckstein, new Board Member, Barry McConnell, Member at Large, and Mitchell Powell.

**3. NOTICE AND WAIVER OF NOTICE**

The President announced the time, date and place at the last Board Meeting; Homeowners were informally notified of the date and time of the Board meeting; notices were put up on all mail kiosks and at each of the five entrances to the community

**4. DETERMINATION OF QUORUM**

A quorum was present to make any and all decisions in front of the community.

**5. READING AND APPROVAL OF MINUTES**

September 2007 Minutes were approved by the Board.

**6. HOMEOWNER'S FORUM**

**7. UNFINISHED BUSINESS**

7.1 Welcome to New Board Member: The present members welcome4d new Board member Caryl Buckstein who brings to the community professionalism, caring and willingness to make the appropriate decisions on behalf of the community.

7.2 Balcony renovation status: 112 balconies have been completed according to the 5 year renovation plan. 160 balconies remain to be completed this spring.

7.3 Financing Packet Status: The Association moved funds to Vectra Bank.

7.4 Mold Specialist: The Board picked a mold specialist who lends to the community his expertise along with his sidekick Molly. **Motion by Jay Fluet to hire the mold expert on an on-call basis for the Association; Motion unanimous.**

7.5 Status Roof Replacement: Due to the weather V Building will be completed in 2 weeks. The new roof is gradually sloped for water run-off. Buildings R and Z are the next roofs to be repaired. Building P begins in three weeks, weather permitting.

7.6 Approval of Maintenance Staff Job Descriptions: Job Descriptions for the maintenance staff were discussed among the board members and specific duties assigned to each position. **Motion to approve all maintenance position job descriptions. Motion passed unanimously.**

7.7 CU HVAC Final Analysis: Recommendations from CU still need to be fine-tuned. Overall CU has provided a sound and reasonable analysis of how the community can save energy. Two pumps operate the entire system; however, one pump has been disabled. Therefore, we need to look at purchasing a \$10,000-\$15,000 item to get the second pump operational and have a back-up for the community. To date the community has suffered only one leak in thirteen months.

7.8 Maintenance Budget: tabled for a later meeting.

7.9 Security Report: Because of some security issues on the property the Board asked security to add one hour everyday to their patrol. This works out to \$140.00 a week over our original budget, but as issues come up may be changed again to reflect the communities' needs.

## 8. NEW BUSINESS

The landscaping contractor contract is due for renewal. **Motion by Barry to rehire the landscaping company. Motion passed.**

## 9. REPORT FROM MANAGEMENT

**There was no financial report at this meeting.**

10. **NEXT BOARD MEETING** will be held in the Clubhouse at 9:00 AM on March 15, 2008.

11. **ADJOURNMENT** was called by the President at 10:05 AM.

Respectfully submitted this 15<sup>th</sup> day of March, 2008

A handwritten signature in blue ink, appearing to read "Anita Roberts", is written over a horizontal line. The signature is fluid and cursive.

Woodstream Falls Condominium Association Secretary