

**SILVER RIDGE CONDOMINIUM
BOARD OF DIRECTORS MEETING
October 23, 2018**

CALL TO ORDER: President Joan Meadowcroft called the meeting to order at 6:30 p.m. The following Board members were also in attendance: Mike Clisham, Paul Coleianne, Greg Gummer, Brenda McCullough. Edith Smith was unable to attend. Margaret Bell was present representing Brodie Management.

PRESIDENT'S REPORT: Joan Meadowcroft welcomed the owners back to the meeting. Thank you for taking time to join us tonight. This is a Business Meeting; therefore, I ask you to hold all questions/comments until the Open Forum. Protocol for our meeting, only one person speaks at a time.

- Parking lots have been resurfaced and/or restriped. Contractor retuned and corrected the problem with the size of the speed bumps. This project is complete at an approximate cost was \$90,000.00. I would like to compliment Margaret Bell because she was on site several times, helping to move cars and answer questions. There was a lot of coordination during the project.
- Perry Brook Decks: The weather has played a factor in this project taking longer than expected. The approximate cost was \$75,000.00.
- The exterior doors in all buildings were painted. Margaret Bell is meeting with the contractor on Friday because of concerns with the paint job.
- Power washing is complete. In the future, I suggest we power wash every 2 to 3 years.
- Board is taking a more aggressive pursuit of owners not paying condo fees and dog fees.
- We have contracted a company to improve our outdoor lighting by updating existing lights and installing more lights. Margaret will give a status on the project.
- In the fall, trees will be removed and trimmed in our community
- Perry Hall Management did install a new sidewalk and better lighting by our gate on the Perry Brook side.
- Parking – When parking your car, be mindful to park between the lines, not over the lines.
- New residents have moved into our community, if you have a dog, you must pick up after your dog and dispose of the waste properly. Your dog always needs to be on a leash when not in your unit. We spend thousands of dollars to keep our ground looking nice.
- The Board will be reviewing our by-laws.
- Transformers in front of buildings seem to be leaning. We will ask BGE to inspect them for safety. Also, I suggest we paint the transformers.

APPROVAL OF MINUTES: Paul Coleianne made a motion to approve the minutes from the September 25, 2018, Board of Directors meeting and Greg Gummer seconded the motion. All in favor/none opposed. Motion carried.

TREASURER'S REPORT: Treasurer Paul Coleianne submitted his financial report for the period ending August 31, 2018. Cash balances are as follows:

Cash-Community	\$17,895
Community Replacement	\$530,372
Elevator Replacement	<u>\$132,997</u>
Total Replacement	\$663,369
Total Cash Available	\$681,264

MANAGEMENT REPORT: The following list are updates:

- **Perry Brook Decks:** Work is almost complete on Phase 2 of the deck repairs. As mentioned, they are finding more deteriorated wood than on the report from last year.
- **Painting:** Siskos Painting is painting the doors. Margaret is meeting with the contractor on Friday to discuss concerns.
- **Glass Replacement:** Two panes of glass in the sidelights at 3901 Hannon are cracked. Replacement glass has been ordered.
- **Landscaping:** Trees scheduled for removal have been marked with an orange dot by Precision Landscaping. Snediker Tree Services is sending a quote to pruning overgrown trees along the Perry Brook fence line and others throughout the community.
- **Security:** Calvert Mechanical could not use the lift to install the new security lights due to extremely wet ground. The rain has put this project on hold for several months.
- **Wish List:** The Board and management is continuing to work on the 2018 "Wish List."
- **BGE Light:** Still no response from Shelly Pontier from BGE. Margaret will follow-up.
- **Trees on Perry Brook:** Snediker Tree Services will be pruning the trees on the fence line across from 3901 and 3907 Hannon.
- **Parking Lot Paving:** The new speed bumps on the Perry Brook side of the property were removed and new ones installed due to complaints about the height. The same will be done with speed bumps on the Silver Ridge side. Margaret is discussing the new French drain installed by PCM with the contractor.
- **Cleaning Contract:** The Board discussed the proposals submitted by RSJ Cleaning (the current contractor), MultiCorp and Easy Living Cleaning. **A motion was made by Brenda McCullough to accept the proposal submitted by Easy Living Cleaning at a cost of \$24,240 and seconded by Greg Gummer with the stipulation that the contractor provide proof of Workers Comp insurance. A majority of the Board approved, motion carried.**
- **Annual Meeting:** The Annual Meeting is scheduled for November 26th at the Perry Hall Library. The Annual Meeting Notice and 2019 proposed Operating Fund Budget will be mailed on Friday. David Marks will be the guest speaker.
- **Carpet Replacement:** Margaret met with Joe Hucik (Carpet Liquidators) to inspect the carpet in 3907 Hannon. Joe thinks the carpet is rippled from high humidity and heavy objects being pushed over the carpet. This cannot be repaired. He will send a proposal for replacement.
- **Bylaws:** Nicole Williams (Rees-Broome) sent the proposed Bylaws for the Board to review.
- **Sprinkler Inspection:** VSC performed the quarterly inspection of the sprinkler system. No problems found.

ARCHITECTURAL REQUEST: The following request was submitted:

- None

RESALES: The following Resale Certificates were requested:

- 4106 Chardel, #1G

OPEN FORUM: The following concerns and/or questions were discussed:

Building 1: No report

Building 2: No report

Building 3: There were complaints about a resident smoking marijuana in the unit. The smoke penetrates her unit. She wants the Board and management to investigate. She was advised to contact the police when she smells the odor.

A resident reported seeing rats in the trash corral. Margaret will contact All Star Pest to see if there is any evidence of rodents.

Building 4: It was reported that the front door at 3800 Meghan does not lock when it shuts. Margaret will send a contractor to investigate.

Building 5: The question was asked about whether the deck boards are pressure treated. Yes, the boards are pressured treated.

The painting around the door frame was sloppy. Margaret will meet with the painter to discuss.

There are concerns about the cracked block of concrete in front of the building. Margaret advised the original contractor will not return to replace. She will contact Atlas Concrete for price to replace the block. This may not be done until the spring.

Building 6: A resident complimented the paint job on the doors.

There is still a problem with the cleaning company not removing cobwebs in the windows. Margaret advised that this issue has been addressed numerous times with the cleaning company. The Board is replacing them with Easy Living Cleaning.

Building 7: The LED lights make a difference in the buildings. It's a much brighter appearance.

Building 8: There was more discussion about the unsatisfactory job done by the painter.

The molding from the sidelight was removed during the painting. Margaret said it will be replaced.

ADJOURNMENT: There being no further business, a motion to adjourn the meeting was made by Paul Coleianne and seconded by Greg Gummer. All in favor/none opposed. The Board Meeting was adjourned at 7:30 p.m.