

Board Meeting Minutes  
Bentana Woods West Cluster  
Tuesday, December 2, 2008

Attending: Tom Bodine, John Brigham, Martin Dapot, Eileen DuBose, Jonathan Krentel and Jane LeGros.

Opening Meeting: The meeting opened at 7:30pm. Two residents were present for Resident's Forum: Tony Chang and Victoria Healy. Mrs. Healy wished to revisit a complaint on resident's who place their trash out for pick-up much too soon. Discussion ensued; President Dapot will contact the home owner and if this has no effect, TWC will send a letter to the home owner and the residents. Director DuBose will check with other cluster rules to see how they handle this matter.

Residents' Forum: Mr. Chang had been sited for home repairs. To this end, he attended Resident's Forum bringing samples of a cement-based siding that he would like to have installed on his home to replace the rotten wood siding. He also brought a sample of trim, called Azek. This sample appears to be the proper width for our trim. More investigating will be performed as this too would be advantage when rotten fascia boards are in need or replacement. Mr. Chang wanted to know what he needed from the Board to proceed with using this non-wood substance. President Dapot will contact RA on what paperwork is required and work directly with Mr. Chang.

Meeting Minutes: The minutes of the November meeting were read and the Board accepted with two corrections regarding the Board vacancy. Minutes have been sent to website coordinator for posting.

Date of next meeting: Tuesday, January 6 at 1510 Scandia Circle

Date of Election meeting: Sunday, Dec. 7, at 1504 Scandia Circle.

Treasurer's Report. Treasurer Bodine reported on the financials. He will speak to our Cluster manager regarding the amount of money kept in the Operating Account. The software being used for summaries is very confusing. Treasurer Bodine will speak to management about making adjustments and also to reconfigure when residents have overpaid on their dues instead of showing 'minus' numbers.

Delinquencies: The list of delinquencies was reviewed; letters on revoked parking will be sent to residents with outstanding charges. Letters will also be sent to residents who have overpaid their dues as they may not be aware. Some residents are in arrears by the amount of \$5, which was the increase amount voted on at our Budget Meeting. An article will go in the newsletter to remind people who are paying their dues through an auto-pay method to be sure to adjust their amount.

We will be under budget on the discounts; this is due to the fact that we assumed that 50 of our 108 homes would pay their dues as a lump sum and only 31 families did so.

Annual Audit: President Dapot stated that our audit was completed and our records are in good standing. The audit was performed by former Board members, as per our By-laws, John Haskell, Joel Sphrentz, and Mike Stauffer.

Board Vacancy: President Dapot discussed a flyer that was distributed to all homeowners clarifying the upcoming Special Election. In addition to the one candidate listed on that flyer, nominations can be made from the floor.

Parking/Towing Letter: The letter has been composed and will be sent out soon.

Resident Rebate: President Dapot performed due diligence and shared with us copies of statements from not only Management but from our attorney and our own Articles of Incorporation – which state that we are not allowed to do this. As in the past, the overage will be rolled into this year's Operating Reserve.

Board Walk-Around: All Board members were reminded of the Covenants walk around to take place on Saturday, Dec. 13<sup>th</sup>. Director DuBose provided each Member a handout on Covenant Standards to assist in what we should be looking for. President Dapot is hoping to obtain a copy of Cluster Standards from RA as well.

Cluster Landscape walk: Scheduled for Feb. 7 at 10:00a.

Winter Tree Care: President Dapot asked for feedback on the possibility of a winter walk around with Landscape Chair Susan Dapot and interested Board members, with an arborist. Director Krentel suggested that we contact an independent arborist rather than using the one on staff with our tree care company. Secretary LeGros and Director Krentel will research this option. The goal would be to have this person look at the highly visible trees and provide us feedback. The cluster trees in wooded areas would not be included in this review.

The meeting was adjourned at 9:10p.

Respectfully submitted,  
Jane LeGros  
Vice President and Recording Secretary