

Avocet BOD Meeting Agenda - February 15, 2012

- 1) Call To Order.  
In Attendance: Jeanne Aulbach, Liz Chua, Harry Frazer.
- 2) Past Due Review
  - . Account in collection for legal fees, homeowner not responding. Need to follow up with legal.
  - . Delinquent account accruing late fees - write off.
  - . Need to send warning letter to 2 homeowners. Follow up with John to see if letter sent.
  - . Delinquent account with large past due - per John, homeowner has made two \$250.00 payments this year.
  - . Homeowner who has not paid self-help - send letter.
- 3) Financial Review
  - . January results c/o Harry - on a cash basis in January, we have an excess revenue of \$17,822.94.
  - . Financials distributed to the neighborhood.
  - . Follow up with AMG to book Tree & Shrub treatments under Landscaping instead of Misc. Ground Expense.
  - . Financial audits, required but not being done - Harry will initiate this summer.
- 4) Violations Review
  - . Review lettering process & appropriate follow up. John to inform BOD of his visits in advance.
  - . Loan agreement sent to homeowner to paint home. No reply.
  - . Need quick startup on weed letters this spring.
- 5) Social
  - . Easter party c/o Liz - maybe.
- 6) Capital Projects
  - . Engineering study by Mike Wagner to determine if courts needs replacing now and what replacement process is appropriate.
  - . Need additional quotes on court replacements when study done.
- 7) Old Business
  - . Fire inspection report & compliance measures. Contact vendors Pye Barker, Rich Jaffre & Josh (?) for quotes on replacing vent fire suppression system.
  - . Dispose old grill & get new one in spring. Need new rules for usage.
  - . Hallway drain mats replacement c/o John.
  - . Master key - John to get new master key from original locksmith.
  - . Quotes on fence repair - c/o Liz.
  - . Detention ponds inspection and main pond cleared of debris in spring.
- 8) New Business
  - . Letter to John asking for advance notice on problems and repairs outside the scope of normal maintenance. Power outage caused damage to pool freeze guard, new one installed for \$513.80 w/o prior notice.
  - . Harry to review insurance policy and fidelity bonds.
  - . Approve quote of \$304.35 to repair electrical box at entry c/o

Jaffre.

- . Need to patrol parking lot. Big van continues to park there.  
Liz to follow up with Julie for issuing violation stickers.
- . Short in power line at lower court. Follow up with electrician.  
Also ask Jaffre to double check on short.
- . Secret garden complaint by homeowners - consult with legal before  
taking any action.

9) Next meeting - Wednesday, March 14th at 7 pm

10) Adjourn.