

Tomahawk Creek Condominium Association, Inc.

Tomahawk Creek Condominium Board Meeting Minutes for January 24, 2013

APPROVED

Present: Board: Gayle Voyles, Jennifer Breece, Karie Younger, and Michelle Buchanan. Jason Purinton was not present.

Present: Signature Property Management: Nancy Desmond, Tonya Gilley and Vickie Talley

Meeting was called to order at 6:30 pm.

The minutes were not approved as Gayle Voyles stated she would come back to them as she was waiting to see if Jason Purinton, Secretary, would arrive.

Reading of email votes: Michelle Buchanan read the email votes for the past month.

Dec. 26, 2012 by email vote John, Jason and Michelle approved to fix the treadmill. Jennifer voted for some one to come and look at it and give a proposal, no vote from Rochelle.

Dec. 31, 2012 by email vote John, Rochelle, Michelle, Jennifer and Jason approved the repair of roof 11601B for \$536.00.

Jan. 5th Sat. morning meeting -- Members present were Gayle, Karie, and Jennifer (quorum met)

Unanimous vote for the motion to approve the continuation of painting scheduled for that upcoming week; also to approve two Solution Systems Invoices #12140add2-1 in the amount of \$5,240 and #12142-8.

Unanimous vote for the motion concerning changing the regular board meeting time from 6:30 to 6:00 pm on the dates of quarterly and annual meeting dates.

Unanimous vote for the motion to have an audit performed for fiscal years 2011 and 2012 and that board members would investigate which auditors to get bids from.

Unanimous vote for the motion to have Signature get board approval for all quotes/bids, contracts, and invoices, regardless of the amount and that no work should be started before bids were board approved.

By email Karie, Jennifer, Jason and Michelle approved the payment of the 41 invoices submitted to the board on Monday, January 14, 2013 that are pending for payment in rent manager. This includes the Solution Systems invoice as the work has been inspected by Nancy and Bill and approved.

Managers Report

Nancy Desmond reviewed the pending issues on the weekly condominium report dated November 9, 2012.

1. Solution Systems has completed 01,02,16,17,22,24,26, carports by 04,17,31
2. Requested proposals from Affordable Painting, M&M Painting, BlueSky Restoration and Solution Systems proposals for painting and wood rot repair for the 2013 rotation of buildings 03,04,08,11,15,19,23,28. They are due February 15, 2013

3. Scott Lambers, City of Leawood Ordinance Dept., reported the following to prevent the recent problem with Coyotes on the property:

1. Vendor has to be hired to set traps
2. Vendor has to apply for permits, NO COST
3. Vendor must post on property 10 days in advance that we will be trapping
4. Kansas Wildlife has a list of vendors who have permits
5. Coyotes like to eat dog feces
6. Due to the city ordinance there is no reason to hire a vendor as the ordinance only allows for cages and the coyotes are too smart for them
7. Kansas Wildlife states to not feed them, do not leave bird feed where they can get to it, keep trash / dog feces cleaned up

4. Burke Robinson, attorney for Long & Luder, will be at the February 28 meeting to discuss the defective siding previously installed at Tomahawk Creek.

Financials

Kari Younger reported on the special assessment update as follows: 194 owners have paid in full, 99 owners have paid nothing and 63 owners have paid towards it. Total collected is \$70,321.89 towards the \$110,234.34 assessed. Kari Younger also reviewed the balance sheet and the operating account information for the month of December 2012. She stated the Heartland CD comes up for renewal in February. Tonya Gilley, Signature Head of Accounting, stated she would obtain rates for the renewal or transfer of the funds and report back to the board.

Gayle Voyles stated in the beginning the Board had asked to approve each invoice but after reviewing the amount of invoices Gayle Voyles asked Linda South her interpretation of the governing documents. Linda South stated that all transactions required Board approval, regardless if they were budgeted for. Motion: Made by Jennifer Breece seconded by Kari Younger to pay the following monthly invoices: Utilities, Insurance, Property tax, Payroll, Health Insurance, Indatus, Deffenbaugh Trash, Epic Landscaping, Blue Valley, Mason Exterminating, Cottage Care, Signature Property Management monthly fee and the Managers cell phone. Passed by voice vote.

Architecture Committee

Rochelle Mitz / Jeff Moore reported that the ARC committee is still working on determining the replacement option for the patio light replacements. Jeff Moore spoke about four different light proposals he has obtained for the ARC committee. It was determined that Bill Gates is to do a random test of 10% of the wiring on the lights that will be replaced. Gayle Voyles asked if Bill Gates is a licensed electrician and Tonya Gilley stated no he was not. Gayle Voyles stated that the governing documents stated that they are to only have licensed vendor's work on items like electrical. Rochelle Mitz asked Gayle Voyles if she wanted Bill Gates to test 10% of the wiring on the lights and Gayle Voyles approved. Gayle Voyles asked if there was a consumer report on the light globes recommended and Jeff Moore stated he had not found one.

Landscape Committee

Kurtis Wenger from EPIC Landscaping spoke about the proposal and how they enjoyed working at the property. Karen Mann stated she would be the Chairperson for the committee. Karen Mann stated that she wanted to make sure that EPIC did not take orders from any homeowners and only orders from the BOD and Signature Property Management. Karen Mann asked about the junipers around her unit, Kurtis Wenger stated he would look at them. Rochelle Mitz asked if EPIC could look at the bushes by her unit also. Kurtis Wenger stated he would.

Social Committee

No social report given

Covenants Committee

Linda South told the Board thank you for their work and she did not have a report this month.

Old Business

Siding issue

See property manager's report above.

New Business

2013 Landscaping Proposals

4 proposals were presented. MOTION: Made by Jennifer Breece to accept Epic Landscape proposal for \$75,926.00 with the change in the agreement as following: change the term of the contract to 1-year, contract can be terminated without cause, mowing day to be Wednesday or Thursday and remove the fuel charge, motion was seconded by Karie Younger. Passed by voice vote unanimously.

Bordner Roofing Proposals

Gayle Voyles read each of the following proposals:

11622E, Motion was made by Jennifer Breece for approval of repair with non-option of removal of chimney Michelle Buchanan second the motion with unanimous vote obtained.

11626L, Soffits areas A, B, & C, Motion was made by Jennifer Breece for approval of repair, Karie Younger second the motion with unanimous vote obtained.

11602K, Motion was made by Jennifer Breece for approval of repair, Karie Younger second the motion with unanimous vote obtained.

11605L, Motion was made by Michelle Buchanan for approval of repair, Karie Younger second the motion with unanimous vote obtained.

11615A, Motion was made by Jennifer Breece for approval of repair, Karie Younger second the motion with unanimous vote obtained.

11615A Water Issue

The board asked to have a copy of the inspection report the owner provided to Tomahawk Creek, which Nancy will provide. Nancy is to contact the owner and inform her the roof will be repaired and inquire to see if she has any other requests for repair. This was tabled to the February 28, 2013 meeting after the board reviews the inspection report and Nancy knows if the owner is requesting any other repairs.

11618B Crack in garage floor

Jennifer Breece stated that each owner in Building #18 received a warranty from Arrow Foundation. Nancy Desmond stated she would contact the owner and give him the information.

Capital Reserve Study

Vickie Talley recommended the board start with the repairs needed for safety issues. She reported the 2012 board budgeted for painting and rotten wood replacement. Tonya Gilley stated we would review the month-to-month expenditures to see how the year progressed to see if we would be able to start working in the safety repairs/maintenance into this year.

Audit

Jennifer Breece has contacted some accounting companies for proposals, but with it being tax season she was not getting the proposals in a timely manner. This was tabled until the proposals could be obtained. Vickie Talley stated the last audit was in 2007 and asked if the board wanted 2008/2009 to be the next years audited. Gayle Voyles reported the years to be audited would be 2011-2012 as a new company management company was hired in 2011.

Board Member Discussion

Gayle Voyles reported that she was obtaining proposals from 3 property management companies. Signature Property Management, Tiehen Group and Curry Association Management. Tonya Gilley asked the Board if they were going on line using the "real-time" accounting system Signature provides. Jennifer Breece stated she did log on to rent manager and liked it, Karie Younger stated she would now that she understood how it works after her meeting with Tonya Gilley and Gayle Voyles stated she had not used it.

Owner asked if a new Management company was hired if they would discuss reinstating the package pickup program. Gayle Voyles stated that it was not included in the basic Tiehen Group proposal she had and that it would be an extra cost to the association to provide that service.

Open Forum

Adjourn: 8:35