

WHISPERING LAKE TOWNHOME

BOARD MEETING MINUTES

TUESDAY AUGUST 26, 2008

Board Members Present: Toni Winninger, Ray Reilly, Nancy Davey, Jackie Petit, Diane Pagoulatos

Homeowners Present: Nine (9)

Management in Attendance: Debbie Nissen

The meeting was called to order at 7:06 p.m. and a quorum was established. The President Toni Winninger gave a verbal resignation after fourteen consecutive years on the Board. The board members thanked her for her years of service. There was a motion made to nominate Ray Reilly, currently Vice-President to the position of President. Nancy Davey seconded the motion. Motion voted on and passed.

The President asked for a Board recess to discuss the vacancy of Vice-President. Upon returning the Board decided to wait until the next meeting to fill the vacancy of Vice-President.

Financials: The Board reviewed the financials and approved them. Proper inquiries will be made to update the accounts which need signatory updating.

Minutes: The minutes were reviewed from the July 28, 2008 meeting and were approved.

Pending Business: Ray Reilly gave his report after meeting with Komen Decorating Inc. and AAA Painting Company . There were nine additional columns to replace and the painting guarantees were compared. Komen gives us a two year guaranty for a price of \$19,870 and AAA Painting Company gives us a four year guaranty for a price of \$16,260. After a Board discussion, Ray Reilly made a motion to accept the bid from AAA Painting Company and Jackie Petit seconded . The project will begin on September 21, 2008 and will be completed in 10 days. There is a required deposit of 50% (fifty) of the total amount. The Sealcoating Project (Umbrella Board Project) will begin on Monday September 15, 2008. Letters to residents will be forthcoming. There will be an letter sent by the Townhome Board informing the Umbrella Board of the painting project and a letter sent to the Umbrella Board informing the Umbrella Board of the current sump pump burial project in progress. In future the Umbrella Board will be given written notification of all Townhome Projects.

The sump pump burial project by Don Fiore is currently in progress and will be completed on Friday August 29, 2008.

The inspections conducted by Debbie and Diane will be expanded. The Board felt that further inspections needed to be conducted in the front and the back. The Board members Jackie Petit, Nancy Davey , and Ray Reilly will meet on Saturday August 30, at 5:00 p.m. and do a walk through again. This team will inspect the garage doors and the back areas of the Townhomes. Debbie is to send a letter to the homeowners informing them to hold off on repairs to the garage doors until a final decision is made on the individual repairs needed.

The Board reviewed the bid by Brickman on the drainage problem of Unit # 13358 .The total cost will be \$995.15. Ray made a motion to accept the bid and Jackie seconded. Motion was voted on and passed by the Board.

Management Report: Debbie Nissen's written report indicated that CAU ,which is our insurance company, hired a company to inspect the property. This inspection was completed on Monday August 11, 2008. The inspector made the following recommendations: Have a roof survey completed. Suggest that the homeowners clean their dryer vents and have CO detectors in the home. The inspector stated that the property was in excellent shape and stated that it was very well maintained.

New Business:

The Board discussed the need to have a Reserve Study done, since there has never been one conducted for the Townhomes. Debbie is to research this and present the Board with three bids from companies who specialize in Reserve Studies.

Ray Reilly suggested the Board consider Prate Roofing Company to do a complete roof survey of the Townhome roofs and that we investigate a three (3) year plan to replace the roofs.The Board was in total agreement. Debbie is to contact Prate Roofing Company to arrange a roofing survey.

Ray Reilly suggested Debbie also get sidewalk bids and deck repair bids. More sidewalks have been reported that need repairs and that are safety concerns.

The window well project was discussed. Several companies have been on site to measure for replacement of 100 window well covers. Bids will be presented at the next meeting on Monday September 22, 2008.

A proposal for a patio was presented by the owners of Unit #13313. The owners presented their drawing to the Board. Ray Reilly made a motion to accept the proposal and Jackie Petit seconded.

Ray Reilly discussed the need to come up with a plan to remedy the current back yard weed dilemma. The issue of who is responsible for the weeding of the back deck areas has been a grey area and needs to be solved. The Board agreed that a solution has to be found. Homeowners are unhappy with the current situation, and a continuing discussion ensues at every Umbrella and Townhome Homeowner Session. He

suggested that a standard plan be formulated . If the Homeowner plans to utilize the back deck area for plantings, then the Homeowner is responsible for the maintenance of this given area, i.e. weeding and pruning of the plantings. If the Homeowner does not wish to plant anything in the back deck area, then a standard plan of a minimal garden mulch will be required of all Homeowners. Further discussion took place of the need for landscaping at the visual ends of the units for curb appeal to the bare areas. This has been brought up by the residents and the Board members who have inspected the property grounds. A letter will be drafted in the future for next year's planting season by Debbie to prepare the residents. In the meantime this proposal will be discussed with the Umbrella Association so all Associations will be working together in the common goal of improving the landscaping on the property.

Web Report: Les Cieplinski discussed the need to promote the website. Diane P. reported that the website will be publicized in the billing statement sent out by the management company every month. Ray Reilly suggested a flyer to promote the website. Diane and Les will design a flyer and this will be distributed door to door to the residents. The Board supported this idea.

Homeowner Session:

- Brad Petit, President of the Umbrella Association reminded the Homeowners of the Sealcoating Project that is to begin on September 15, 2008. The entire property driveways and roadways will be sealcoated. Homeowners will be receiving a letter in the mail and residents may also check the website www.mywhisperinglake.com for the information also.
- Diane Pagoulatos discussed the need for officers and board members to have access to the Clubhouse Office for purposes of research of records and minutes. The President of the Umbrella Board Brad Petit cited entrance to the Clubhouse Office is a security issue and that only the Presidents of the Associations presently have access to the Clubhouse Office. Also the Townhomes no longer pay rent for the Office to the Umbrella Association. Ray Reilly discussed a possible solution. The Townhomes could resume paying a nominal fee to resume renting space again. Presently the Office holds minutes and files belonging to the Townhome Association, the Pines Association and the Umbrella Associations. This issue will be discussed at the Umbrella Board Meeting and Ray Reilly and Brad Petit will survey the contents of the Office and arrange for a clean-out to update the Office.

Adjournment:

The meeting was adjourned at 8:35 p.m . The Board decided to continue meeting monthly. The next meeting will be on Monday September 22, 2008.

Executive Session:

An executive session was called to order by the President to discuss homeowner violations. The meeting was called back to order and a motion was made to adjourn by Jackie Petit and seconded by Diane P.

Adjournment: The regular meeting was adjourned at 8:45 p.m.

Respectfully submitted, Diane F. Pagoulatos