

# **Tara Condo HOA Board Meeting**

---

**Tuesday, February 3rd, 2015**

**6:00 pm**

**Minutes**

- **Meeting called to order by Tom Slocum at 6:00 pm**
  
- **Establishment of Quorum – 3/5**
  - **Tom Slocum**
  - **Ben Bankard**
  - **Chuck Pascarelli**
  
- **Review and Approve Minutes from October 14, 2014**
  - **approved**
  
- **Election of Officers**
  - **President Chuck Pascarelli**
  - **Vice President Ben Bankard**
  - **Secretary Mike Dyga**
  - **Treasurer Tom Slocum**
  - **Director Steve Szabo**
  
- **Old Business**
  - **Review of Reports-completed**
    - **Work orders**
    - **Building issue work orders-topics discussed without vote**
      1. **Policies**
      2. **List of problem units**
      3. **Moving forward: inspections**
      4. **Communicating the information**
  
- **New Business**
  - **Pool gates-to present at next meeting**
  - **Othos Review Bid-approved**
  - **Use of Clubhouse-\$50.00 meeting fee approved**



# Tara Condo HOA Board Meeting

---

**Wednesday, April 22, 2015**

**6:00 pm**

**Minutes**

- Meeting called to order by Ben Bankard (Chuck Pascarelli cannot attend)
- Establishment of Quorum  
(Due to recent resignation of Steve Szabo and Micheal Dyga there are  
3 board members remaining)  
Tom Slocum, Ben Bankard present
- Review and Approve Minutes from February 3<sup>rd</sup>, 2015  
Approved
- Old Business
  - Review of Reports Manager's Notes
    1. Balance sheet : funds in operating in order to cover expenses/improvements
    2. Profit and Loss:
      - A. Maintenance Building
        - a. \$15,140 -2014 excess invoices
        - b. \$21,686 remaining
  - Pool Info for approval
    1. Pool opening
      - A. Voted and approved-opening date will be May 23<sup>rd</sup>
      - B. Voted and approved-Pool/General meeting to be held May 19<sup>th</sup>
    2. Chair repairs-voted and approved re-strapping the damaged chairs at \$69.00 per
    3. Communications- Discussed
      - A. Newsletter
        - a. Pool Info-Cover letter
        - b. Rules and Regs Revisions
        - c. Revisit Damage assessments
        - d. Announce Exterior Inspections
      - B. Delinquents statement and letter
    4. Gate Options
      - A. Front 2 gates with readers, exit only at back \$9,790
      - B. One gate with reader, exit only at 2 \$8,100
      - C. Front 2 gates with reader, lock down back \$8,000

**Option C was voted and approved-Mike will provide exact quote with specifics as indicated by the board  
(Welding and painting not included)**

**5. Pressure washing and Gutters \$9,800 (\$14,175)**

**Voted and approved to complete all EXCEPT  
Front sign/curb/sidewalks**

**6. Dumpsters: Voted and Approved to replace total of 4  
dumpsters**

- **New Business**

- **Board vacancies**

- **Michele will speak with Jon Randall about fulfilling the director term**
    - **Tom will speak to “Derek” to see if he is interested**

- **Votes/Email**

- **All email votes must be unanimous, or action must be held until a meeting is held (Per Jordan Price)**

**NEXT MEETING DATE: Board will meet on 6:00 pm at the clubhouse**

**May 19th: Membership general meeting will begin at 6:30 that night  
To review new pool info.**

Tara Condo HOA Board Meeting  
Monday, July 20 2015  
6:00 pm

Homeowner [REDACTED] attended the meeting and addressed the Board, but was not on the agenda. She voiced concerns about the wood rot repairs made to her A-frame roof. She has been an owner since 2008 and believes the issues with the A-frame roofs are negligence from the HOA. She has obtained an attorney which recommended she send a demand letter for maintenance records. She would like the Board to credit her interest and late fees on the account with acceptable payment plan. She has an open violation for a broken window and requested this be put on hold at this time. The Board informed her they would discuss the information that she provided and send a response to her in two weeks.

Rocky suggested to inspect all units that need repairs and go ahead with the completion of these and assess the homeowners.

Meeting officially called to order at 6:42 pm

Chuck Pascarelli, Ben Bankard and Tom Slocum present from the Board.  
Amanda Blomefield and Rocky Russell present from Russell Property Management.

Minutes from the April 22, 2015 meeting were approved.

Discussion on pool chairs, old chairs should not have been thrown out. Tom feels they could have been salvaged instead of getting rid of all of time. Conclusion is there needs to be room in the 2016 budget to order more chairs.

Rules & Regulation review and Board discussed to allow items in the flower beds and by the front door. This will exclude bikes and water hoses. Board is decided where homeowners can store their grills. This will be updated later.

Gutters were discussed. From now on, any unit getting the A-frame repairs done, the estimate should include a cost for the gutter.

Amanda brought some owner concerns to the Board about the upkeep of the gym. Chuck stated the treadmill needs to be repaired. The Board approved to have the gym painted and the carpet cleaned. Chuck requested a different placement for the T.V Rocky thinks he knows someone that can build a corner stand for the T.V. to provide better placement.

Pool light estimates were reviewed. It was decided to wait at this time. Chuck would like to obtain a bid to replace all the globes with more modern globes and lower power LED lights. Try to obtain a bid to get the globes spray painted to see if this will help with the light going into some of the units at night.

Cracks in the sidewalk were brought to the attention of the Board by Amanda. They pose a safety hazard and the Board approved obtaining estimates to have this work done. Amanda will send a bid request to Medina.

Rocky asked Amanda to put in a work order to have all the lights tested in the Tara Clubhouse.

Ben brought up putting a lock on the kitchen door to prevent small children from exiting. Amanda will put in a work order to have this done.

Ben questioned the back flow switches that were put in by vendors that all homeowners were assessed for. Voiced concerns that several owners have had issues with them not working properly.

Meeting Adjourned

Tara Condo HOA Board Meeting  
Tuesday, October 20 2015  
6:00 pm

Meeting called to order at 6:00 pm

Chuck Pascarelli, Ben Bankard and Tom Slocum present from the Board.  
Amanda Blomefield and Rocky Russell present from Russell Property Management.  
Homeowner Tom Slocum invited present.

██████████ present at the beginning of the meeting. Board apologized for not giving her a response before this time. There was a miscommunication between the Board and the Management Company. The Board explained again the stance on Limited Common Elements and stated ██████████ would be responsible for the repairs made to her unit. The Board is offering 90 days for ██████████ to propose a payment plan. No interest will be charged and no late fees accrued. The Board will discuss later in the meeting whether the \$1000 Assessment that was billed in 2012 by Keystone will be credited. Amanda will send this information to ██████████ in writing on Wednesday, October 21<sup>st</sup>.

██████████ was present for a hearing before the Board regarding a violation for a torn window screen. ██████████ presented the Board with minutes from Keystone, the previous management company and his argument as to why the HOA should pay to have his screen replaced. Rocky explained the screens were a limited common element and that the Board is not required to replace the screens. The Board agreed to discuss ██████████ argument and provide him with an answer no later than November 1.

Board discussed stance on \$1000 Assessment that was charged by Keystone. Decided not to refund any homeowner this money. Not a wise decision for the Association .

Board discussed ██████████ argument and Chuck motioned that he should be responsible for repairs. Ben seconds.

Hearing for pet violation ██████████ Owner reported for not cleaning up after dog. Board fined \$100.00.

Minutes from the June 20, 2015 meeting were approved.

Where upstairs owners should store their grills. No official decision was made on this. It will be discussed at the annual meeting to see if owners have any thoughts. It was determined that grills should be prohibited on the second floor.

A-frame repairs were reviewed from the list that vendor Jason Fox provided. It was decided that this will be brought to the attention of the owners at the annual meeting. These repairs will be assigned all at one time and all unit owners will know that the repairs will be their responsibility. Board requested possible attorney present to explain Limited Common Elements and legal documents to owners. Owners who do not attend the meeting will be notified in writing of the repair responsibilities.

Special Assessment billable to owners discussed. Ben questioned an occurrence approximately one year ago. RPM did work for him and it was billed through HOA. There was some confusion with a credit that ended up being on his account. Rocky explained the way the assessments billed to owner through HOA should work.

Board reiterated the \$1000.00 Assessment will not be paid back.

Fountain maintenance was discussed. Amanda was able to obtain one bid for \$435.00/monthly. Rocky stated that he spoke with Greenville Pools and they do not believe there is any way to keep the fountain clean and clear. It would be a waste of money to contract a vendor.

"T" on the Tara sign was approved to be repaired by Signsmith.

Bid for sidewalk repairs was discussed. Board notified Amanda that there were more repairs that needed to be made than the ones listed. Amanda will have the inspector document ALL areas in need of repair and obtain a bid. It may be better to do all work at one time.

Dumpster repairs were discussed. Tom and Ben will do a property wide evaluation and determine which dumpsters need to be replaced vs. just painted.

The Budget Prep meeting was moved to November 12<sup>th</sup> at 3:00.

Ben proposed the Board begin having monthly meetings to decrease the agenda.

There will be NO renting of the clubhouse on New Year's Eve.

Tom was approved to spend money to decorate the Christmas tree with a budget of \$200.00

Meeting was adjourned at 7:31 pm.



