

WP1 HOA Board Meeting

Executive Session

March 24, 2018 @ 9am in-person: Tim, Margaret, Steve, Rick, Leon, Terry; Skype: Henry

General Session

March 24, 2018 @ 1:30pm in-person: Tim, Margaret, Steve, Rick, Leon, Terry; Skype: Henry

Management Committee Guidance

Motion: To leave decision to next board by Steve. Second by Margaret. Leon: Yes, Tim: Yes, Rick: Abstain

This may change as a lead time has not yet been determined. If a new Management Company needs longer lead time, then the decision may be needed by this board.

Target Budget of 107k for:

- Management
 - o Billing, Follow-up
 - o Software
- Cleaning
- Maintenance

Motion: Target of 107k by Tim. Second by Steve. Margaret, Leon, Rick – Yes

Other items of discussion and general consensus among BoD:

- On-site: not required
- W2 Employees: Not desired
- Ownership at WP1 does not disqualify from Property Management.
- Regulatory Requirements: Meet minimum legal standards, Workers Comp., Liab: 1 Million
- Maintenance: Full-Time not required
- Escort of Service Personnel: get quote for this service per occurrence

RFP and candidate list by May 19th

Finalist by Aug 19th: 3-5 companies

Financials

Financial Update

Checking: 35,881.69

Virtus: 95,739.76

6 owners not fully paid (HOA and/or assessment). Collection process is in progress.

Also, we may need to look into changing away from Virtus as we do not have a way of obtaining a “medallion” to enable others to be added officially to the account. Currently, Margaret is the only person who can write a check on the account from Virtus.

Oceanside Project

5,6,7 are done except for punch list

Jackhammering to be completed by Easter

May 1st is a good date weather permitting

If an owner is considering new sliding doors to the balcony, it would be good to get it addressed ASAP so that DR Moore can address any concrete issues.

Pool Maintenance

Current company been maintaining pool for 14 years. Owner of company went over with us on his daily operations. He also gave a copy of the current contract to Tim which has a one-year term starting in Jan.

Tim mentioned that we need to verify that he also has vehicle insurance.

Fireplace / Flue

Closing of fireplaces consistent with SC law as reported by Leon from our lawyers.

BoD will take up issue to cap. Put to ownership vote for removal of wood burning fireplaces/flues.

Motion: Cap and seal chimneys after current oceanside project and to have Mgmt company get 3 bids by Tim, second by Leon, Steve, Margaret, Rick – all Yes

ByLaws

4 weeks to get draft to BoD from Leon. BoD will review and offer any modifications before being sent to the law firm for final write-up in formalized language.

We will use Electronic Voting for each change within the bylaws.

Hope to have voting completed by May 31.

Security

Look into paying for security on a daily basis instead of hourly basis.

Unit Access

Board has adopted a policy for unit access. There will be 48 hour notice to owners and posted notice for non-emergency access.

Water Heaters

22 units have a water heater over 15 years old. We will send out note to owners of older WH units.

Cable Boxes

April 10 is cutover to all digital for our area. We have been alerting owners to this fact for some time now. After April 10, 2018, a cable box is required to receive channels. Our contract with Spectrum gives each unit 2 full Digital HD boxes for access.

Parking

Committee to review parking situation with special attention to loading zones, and potentially preferred parking for those with mobility issues.

An owner voiced a concern about car parked underneath not being moved for a long time.

Carts

Some grocery carts are in bad shape. Since the meeting, BoD approved the purchase of 6 grocery carts.