

WEATHERSFIELD SERVICE GROUP VI

BOARD MEETING MINUTES - DECEMBER 10, 2010

- President Bill Churchill called the meeting to order at 9:00. Present: Directors Warren Ort, Diane Krome, Abbie Kessler, Secretary Bob Kelley, Peggy Akers of Berkeley. Director / Treasurer Charlie Yohn was absent.
- The minutes of the November 6, 2010 Board meeting were approved.
- As Berkeley's financial statements were not available, the Treasurer's report was deferred. President Bill asked that Berkeley's Suzanne Kalbas get the financial statements to Charlie Yohn for distribution to the Board and posting in the Gathering Place kiosk.
- Committee Reports:

- Grounds Maintenance and Lot Appearance Committees. Abbie Kessler and Peggy Akers described the landscaping project along Village Way behind unit 548. Four trees will be planted. FHA will pay for half the cost of \$300. Other plantings are planned throughout the community. The board approved expenditures of \$1221 for this work; using \$474 from operating reserves, including the \$150 for Village Way / Unit 548, and the remaining \$747 from the current budget. The next close receiving landscaping attention will be units 564-569. Kessler / Akers will meet with owners to discuss what will be done. Ideal planting time runs through the winter months.

- Building & Street Maintenance and Architectural Committees. Warren Ort reported on three direct work requests. The screen porch committee has been formed; has met once, and will present its first status report by the end of January. Committee members are Chairman Ort, Ken Benjamin, Rik Gervais, Joe Keefer, Larry Layton, Doug McAllister, Jim Ott, and Mary Stunck. Garage inspections: Peggy Akers reported on an inspection tour made with Bill Churchill on garage shutters and windows needing repair. Bill asked for estimates before we commit to the project. There was some discussion regarding touch up vs. repair work.

- Insurance and Nominating Committees - nothing to report.

- Utilities Committee - Diane Krome led discussions on the questions of additional lighting along Weathersfield and Woodbury, and recycling pickup locations. No action taken.

- Managers Report:

- There was discussion of dealing with the remaining five units needing to be inspected for termites. Berkeley will contact the owners again. NB: following the meeting, it was learned that Berkeley has informed the affected owners of inspections to be done December 14.

- There was discussion of roof leaks and the timing of blowing off roofs susceptible to pine straw accumulation. Peggy to check on potential contractors for this labor intensive work.

- Francis and Jean Catania are the new owners of unit 593.

- The Board approved the publication of the Association's bylaws and covenants on the Weathersfield website.

- Berkeley's office will be closed the last two weeks of December. However, phone messages will be checked, and appropriate management action will be taken as needed. .

- Other Business:

- Secretary Bob Kelley reported that the WSG safe deposit box at SunTrust has been closed, and turned the box contents over to Bill Churchill. Bill will rent a box for the Association at Harrington Bank in Southern Village.

- Bill Churchill will draft a form for owners to fill out describing any improvements made to their units since original construction. Ideally, the form will be posted on the Association's website for owners to fill out. This will aid the Association's insurer in determining the amount of total insurance coverage to be provided.

- Bill Churchill signed WSG's 2011 contract with Berkeley. This is a one year contract. There is no increase in the annual management fee from 2010.

The meeting was adjourned at 10:15. The next regularly scheduled meeting will be on January 21, 2011 at 9:00 AM at the Gathering Place.

Bob Kelley
WSG Secretary
12/11/10