

Tanglewood Townhouse Association

Board Meeting Minutes

January 8, 2020

Present: Pam Berg, John Mahedy, Lise Machado, Judy Contolini

The board meeting was called to order at 7:04 pm by President Pam Berg.

The minutes from the December 2019 Board Meeting were approved and will be posted on the website.

President's Report	<p>Pam received emails from the Casey's, 8 Britten Court, and Allen Ryman, 27 Bloch Terrace, about new mailboxes. The Casey's initiated the process for installing a new box because theirs leaks; Allen received a letter from MPHOA saying his had to be replaced. This began questioning from the TTA Board if mailbox replacement is actually in the MPHOA CC&Rs. The Board decided upon the following actions.</p> <ul style="list-style-type: none"> • Send a letter/email to the MPHOA Architectural Committee stating that the TTAHOA approves the mailboxes selected by the homeowners of these two properties. • Request documentation and location in the CC&Rs from the MPHOA that specifies mailbox requirements that is being enforced by the architectural committee. <p>John will ask for a hard copy of the MPHOA CC&Rs for our board's reference when other issues may arise.</p>																
Treasurer's Report	<p>Expenses for December totaled \$3,989.56.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Grover's (monthly charge)</td> <td style="text-align: right;">\$ 1,508.00</td> </tr> <tr> <td>Grover's (gift to employees)</td> <td style="text-align: right;">\$ 150.00</td> </tr> <tr> <td>PGE</td> <td style="text-align: right;">\$ 82.56</td> </tr> <tr> <td>Mailbox renewal (6 mo.)</td> <td style="text-align: right;">\$ 250.00</td> </tr> <tr> <td>Gutter Cleaning</td> <td style="text-align: right;">\$ 1,999.00</td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Yearly budget:</td> <td style="text-align: right;">\$60,816.00</td> </tr> <tr> <td>Spent YTD:</td> <td style="text-align: right;">\$18,008.17</td> </tr> <tr> <td>Remaining balance:</td> <td style="text-align: right;">\$42,807.83</td> </tr> </table> <p>Lise recommends that we price other facilities that have mailbox rentals (e.g., UPS Store, the USPS). Our current charge of \$500/yr seems high.</p> <p>Also, Lise will send out dues invoices the weekend of Jan.11 via email/mail.</p>	Grover's (monthly charge)	\$ 1,508.00	Grover's (gift to employees)	\$ 150.00	PGE	\$ 82.56	Mailbox renewal (6 mo.)	\$ 250.00	Gutter Cleaning	\$ 1,999.00	Yearly budget:	\$60,816.00	Spent YTD:	\$18,008.17	Remaining balance:	\$42,807.83
Grover's (monthly charge)	\$ 1,508.00																
Grover's (gift to employees)	\$ 150.00																
PGE	\$ 82.56																
Mailbox renewal (6 mo.)	\$ 250.00																
Gutter Cleaning	\$ 1,999.00																
Yearly budget:	\$60,816.00																
Spent YTD:	\$18,008.17																
Remaining balance:	\$42,807.83																

<p>Landscape</p>	<p>The board has approved the fencing for the backyard of 7 Britten Court. Pam will send a letter to the MPHOA Architectural committee stating so. She will include this approval in the same letter approving the two new mailboxes.</p> <p>The board reviewed the two landscaping bids for the removal/replacement of the AstroTurf in the front yard of 8 Britten Court. We will request Grover to breakdown the expenses on their bid in a similar fashion as did 7 Dees so the two bids can be more easily compared. The bids came in higher than what the board is willing to pay. The discussion remains open, but a possible solution and action was discussed.</p> <ul style="list-style-type: none"> • The TTA Board will decide on a monetary amount that it is willing to pay. This amount will cover the removal of the turf and a minimal re-landscaping of the area. Any plants, rocks, etc. desired by the homeowners will be at their cost. • Inform Mt. Park that they were negligent in not requesting the removal of the AstroTurf when it was installed. The house has been sold since its installation and Mt. Park did not request its removal when the property changed hands. If the MPHOA requested its removal at the time of selling, the seller would have been responsible for its removal. But now, years later, the responsibility falls on the shoulders of the new owners and the TTA Board. Our board will request that Mt. Park help with some of the cost, e.g., removal of the turf.
<p>Maintenance</p>	<p>Light-Waves Electronics has ordered our three new streetlights. China insisted on shipping four lights. Light-Waves will install all four lights, but we will delay paying for the fourth one until we approve its cost in the budget. The lights will likely be installed the week of Jan. 6. Lise will pay for the three lights once she receives the invoice.</p>
<p>Old Business</p>	<p>We received the information on the new owners of 18 Britten Court. The TTAHOA roster will be updated.</p> <p>Pam will reserve the room for our May Annual meeting at the Mt. Park Rec center.</p>

The meeting was adjourned at 7:55pm.

The next meeting will be on February 12, 2020 at the home of Al Belais, 7 Britten Court, Lise has a conflict on this date. If another date is selected, board members will be notified.

Respectively submitted, *Judy Contolini*