

RIVER VALE AT HOLIDAY FARM
TOWNHOUSE SECTION
Meeting Minutes – July 26, 2017

Board of Directors Present:	Scott Gallagher	President
	Florence Morgenstein	Secretary
	Darlene Palmer	Director
Board of Directors Absent:	Lyn Gruber	Director
Preferred Management Inc.:	Stuart Smith	Property Manager

Meeting called to order at 7:30 P.M.

Approval of June Meeting Minutes

1. **Sales:**
 - None

2. **Irrigation:**
 - Management to make underground drain repairs and replace certain pipes that are either collapsed or have failed. At the moment we are planning to use Paramount Sprinkler Co.

3. **Superintendent:**
 - Anthony has been working on the property, completing normal maintenance issues (which include litter, dumpster, lights gutters, pool, distributing flyers and notices, tennis ct. and miscellaneous maintenance issues. Also, he installed new kitchen sink drain, two new toilets and assisted contractor on the installation of new water line to pool. Anthony has also begun painting the curbs in the community.
 - i. \$100 gift for Anthony (wedding present)

4. **Landscaping:**
 - Meeting will be arranged with High Sierra to discuss current issues.

5. **Financials:**
 - June 2017 financials were emailed to Board members on 7/14/17
 - \$405,000 in Capital Reserve

6. Deck Repairs and Staining:

- As of 7/26 the decks by the stream area have been completed. Most decks in the courtyard have also been completed. Management will be doing a walk through with Armando Thursday 7/27.

7. Siding, Painting and Repairs:

- As of 7/26 the siding repairs were complete and the painting work has begun.

8. Front Landing Replacement:

- Management completed a walk through for the landings and masonry work with some Board members. List of work to be completed has been given out for quotes.

9. Carport/Deck Cleanout:

- Completed on Saturday 7/26.

10. Asphalt Work:

- Inspection and walk through scheduled for 7/28 (Friday) at 3:00 PM.

11. Pool:

- Opened for “full time” hours on 6/26. Lifeguard under 17 have been given the regulations on taking the necessary breaks as the law dictates (two 15 minute breaks during the day) and not close the pool early instead, see flyer. Also during a recent “spot” inspection the lifeguards did not take the first aid kit out of the pool house so they were all instructed to make certain that they do that every day.

12. Fire Lane:

- Fire lane signs re-installed along with chain. Note mid-rise board removed the chain on their own and did not want it re-installed. Management installed new chain and then mid-rise returned the old one to Anthony. I informed the mid-rise’s management company that the chain was to remain up all times except emergencies or unless our board allows it to be lowered for maintenance reasons.

13. Correspondence & Unit Owner Matters:

- **(#27):** correspondence for recycling can on front landing of #22.
- **(#52):** correspondence for leaving bags of garbage in front of the dumpster.
- **(#507):** correspondence for hanging towel on front railing.
- **(#115):** correspondence for oil leak on driveway.
- **(#11):** correspondence for unsightly landing.

Closed Session matters addressed at 8:15 P.M

Next Meeting: August 30, 2017 at 7:30 P.M. (Clubhouse)