

**HARTSOCK VILLAGE CONDOMINIUMS HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting Minutes**  
**February 15, 2012**

Officers Present: Alice Wilson, Linda Crownover (via phone), Melody Dates, Patricia Lau, and Wavey Williams  
Property Manager Present: Bruce Beers  
Committee Chairs Present: Linda Crownover  
Quorum: Yes  
Visitor: No

**Opening:**

Alice Wilson called the meeting to order at 10:05 a.m. on February 15, 2012 at the offices of Bennett-Shellenberger Realty, Inc. located at 1710 E. Pikes Peak Avenue, Suite 200, Colorado Springs, Colorado 80909.

The minutes of the last meeting, January 10, 2012, were previously approved via email on March 26, 2012.

**President's Report:**

1. The shampooing of the carpets for L. Collins in unit 2-104 and for previous tenant C. Salgado in unit 3-105 will be rescheduled.
2. The automatic air freshener installed on the first floor in building 2 will be moved to the second floor north near unit 2-205 occupied by tenant M. Vicknair.
3. The air freshener installed on the first floor in building 3 is not enough to eradicate the odor of smoke in the north end and will be moved to the south end.
4. The new date for the annual homeowners meeting is March 17th at 10:30 at the Eastside Library on Union.
5. There are three Board positions open because Wavey Williams has been filling the remainder of Mike McGrew's two-year term following his resignation in 2011.
6. The door for former tenant C. Salgado in unit 3-105 has not been painted yet.
7. L. Hofer in unit 2-201 has decided not to pursue Direct TV service.

### **Treasurer's Report:**

1. The balance in the petty cash account is \$87.04. \$2.18 was spent for extra key for the electrical room.

### **Property Manager's Report:**

1. Bruce sent a letter yesterday to the Wagners in unit 2-308 regarding the dog in their unit.
2. Bruce will purchase an oil pan for B. Pearson in unit 2-204 and place it under her vehicle.
3. The door from the lobby into the elevator room at building 2 will not close. Bruce has called someone to repair the door.
4. Unit 2-101 previously owned by G. Nopp has been sold to a new owner, C. Black.
5. Two units that are owned by Dwight Cooper will be listed for sale.

### **Unfinished Business:**

1. The bid from Lou Falzon for the screens is \$4,360.00 with 50% down. Bruce will issue a check. The work is tentatively scheduled in March or April. They will check for any damage before installing the screens.
2. Holiday Grace Property Maintenance will price out the costs to correct all the construction defects. A list will be ready within two weeks, by the first of March.
3. Bruce met Rob from Tarr Electric on-site but will need an estimate for any work that needs to be done for the Building 3 garage. The garage has too many lights burning out.
4. Linda will create a form that will be sent to the owners to update current occupants and pet information. The form will be included in the packet for the Annual Meeting that will be sent to the owners.
5. Linda will create a letter to the owners regarding strategic issues. The draft will be sent to Board members.
6. Once a year every resident should complete a new Resident Information form.
7. The check from the movers for damage to the parking area curb is still outstanding. If no check is received this week, Bruce will turn the collection over to the attorneys.

8. The annual meeting packet will be sent out the week of the February 27th. It will include the cover letter, budget, dues information, and the form for residents, proxies, and a strategic plan letter.
9. Rob from Tarr Electric will replace the lens cap for the light fixture above the elevator today.
10. Rob from Tarr Electric will recommend light fixtures to serve the 4-plex.
11. The furnace door for unit 1-202 has been secured.
12. Bruce will confirm that the tenant application form and move in fees for K. Wigglesworth in unit 2-107 have been received.
13. Bruce will contact Lori Leyba regarding the approval form and move in fees for the tenants in unit 1-101, the Phillips.
14. The garage door panel for building 3 is in and will be installed on Thursday or Friday.
15. The track for the garage door at building 2 has been installed.
16. Bruce will ask Rob from Tarr Electric to check the garage door in building 3 to see if we have enough amperage.
17. The check to repair the damage to the garage door has been received from the Campbells in unit 3-307.

**New Business:**

1. New door handles that require keys to unlock them from the outside will be installed on the entrance side of the doors on the north end of building 3 and on the south end of the building 2 to protect against someone gaining access to all the units from the garage. Bruce will meet on-site with A Mobile Locksmith, Inc.
2. L. Collins in unit 2-104 is responsible for paying \$65.00 to clean the carpets for her additional damages – the HOA paid for the cleaning the first time. Bruce will send her another letter requesting payment.
3. Rob of Tarr electric will check to see if we can change the lights in the garage to fluorescent ones to save on the cost of ballasts. Bruce will send the findings to the Board.
4. As of February 1, 2012 in accordance with the Declarations Sec. 11.1 there will be no charge for water for owners of the 4-plexes. Bruce has notified the owners.

5. Discrepancies in the Hartsock Declaration's calculations for assessments based on square footage and percentages were discussed. The Board will contact our attorney for guidance on how to proceed.
6. Martin of J&B will remove the posts and wires that are supporting the trees inside the complex. The trees on Academy have not been taken care of yet. The climbing vines will either be removed or trimmed.
7. Linda will review the guidelines for assessing the Working Capital fee and the Move In fee and make changes to the wording. Bruce will let B. Spaulding in unit 2-208 know the Board is reviewing the situation.

**Announcements:**

The next Board meeting will be held at 10:00 a.m. on March 7, 2012 at the offices of Bennett-Shellenberger, Inc. at 1710 E. Pikes Peak Avenue, Suite 200 in Colorado Springs, Colorado 80909.

The Annual Owner's meeting will be held at 10:30 a.m. on Saturday, March 17, 2012 at the East Library at 5550 N. Union Boulevard, Colorado Springs, Colorado 80918.

**Adjournment:**

Alice adjourned the meeting at 12:00 p.m.

Prepared by: Patricia Lau, Recording Secretary on March 4, 2012.