

**WOODBRIIDGE INN CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**September 15, 2010**  
*via teleconference*

**I. CALL THE MEETING TO ORDER**

The Woodbridge Inn Condominium Association Board of Directors Meeting was called to order by Wayne McCorkle at 5:07 p.m. via teleconference.

Board Members participating were:

Wayne McCorkle

Robin Gustafson

Paul Sakiewicz

Representing Basic Property Management were Gary Nicholds and Charles Johnson (via teleconference). Erika Krainz of Summit Management Resources was recording secretary.

**II. APPROVE PREVIOUS MEETING MINUTES**

Paul Sakiewicz made a motion to approve the August 3, 2010 Board Meeting minutes as presented. Robin Gustafson seconded and the motion carried.

**III. OLD BUSINESS**

*A. Painting Update*

Charles Johnson said he met with Star Painting yesterday. They painted the awnings of the stairways and redid some of the boards on the second floor landing but there is some old paint that is delaminating. The affected boards need to be sanded to bare wood. The color match was good and there is extra paint in the boiler room.

*B. Crack Sealing and Sealcoating*

The driveway should be crack sealed and/or sealcoated to preserve the asphalt. A bid of \$1.33/ft. (\$300 total) was received to seal the cracks. A bid of \$1,950 was received for two coats of sealcoating on all asphalt areas on the lower level. Restriping the front parking lot after the sealcoat would be \$200 and restriping and numbering the east garage would be \$175. Charles Johnson thought these were good prices. Gary Nicholds received a bid to seal 600' of cracks for \$1.25/ft (\$750 total) and a bid of \$2,500 for one coat of sealcoating. The expenses could be paid out of the Maintenance line item, which is about \$5,000 under budget. In light of the other projects that need to be done, the Board decided to table these projects.

*C. Roof*

Paul Sakiewicz asked if a second opinion had been obtained on the roof. He thought it should be possible to do a temporary fix. Charles Johnson said he had

two proposals for the roof from G&G Roofing. The first one was to put a metal roof on both buildings, including the removal of the existing roofs and addition of ice and water shield for \$39,812. The second proposal was to put Duration LT Premium 50, a 50-year warranted dimensional shingle on both roofs for \$31,942. Doing the two buildings separately would likely be more expensive. Paul suggested presenting these two proposals to the owners at the January meeting.

*D. Garage Renumbering in East Building*

Charles Johnson spoke to the Community Planner in Frisco and she pulled the plats. Whoever changed the striping in the garage did not go to the Town for approval or change the plat. The planner indicated that since the striping proposal would bring the garage back to its original configuration, no permits or approvals were needed. Charles was authorized to move forward with this project.

*E. Walk Tread Replacement*

To purchase and install walk tread for the second floor West building would be about \$10,000. Gary Nicholds said it was very heavy duty but looks similar to the existing. Charles Johnson suggested getting a bid from another company besides Turner Morris. Paul Sakiewicz suggested a heavy duty foil covered by heavy duty grates. The grates should be removable so the area underneath can be cleaned.

*F. Restaurant Update*

Dede Tusso received a packet from Planning and Zoning and they are now recommending approval of the rezoning without any affordable housing requirement. Once this is approved, the revised Declarations can be filed.

*G. Loan Update*

The documents were filed with the bank. It should be possible to reimburse Paul Sakiewicz on Friday or Monday.

*H. Leaks in West Building*

The west building continues to have leaks but Gary Nicholds recommended against spending a lot of money to replace the ceilings. The new owner will remove the deck on the west side, retrofit the pipe and bring it up to code. This should eliminate the leak problems, most of which have stemmed from the restaurant.

*I. Waste Management*

Gary Nicholds has been trying to reach someone at Waste Management for confirmation of when the contract expires. The cost has been reduced by changing to one weekly pickup. He will try to negotiate a contract renewal at a lower fee. Paul Sakiewicz noted that there should be more pickups during the winter. Gary said he would have a second dumpster added for the high

occupancy periods or schedule extra pickups, whichever is the most financially beneficial.

*J. Check Signing Authorization Documents*

Gary Nicholds will send the documents to Paul Sakiewicz; he will get them to Robin Gustafson for his signature and then send them back.

*K. Snow Removal*

Gary Nicholds said he would get in touch with Bobby Cat to arrange for a snow removal contract for the coming winter.

*L. Unit 307*

The owner of Unit 307 is behind on his \$750 payment. Paul Sakiewicz said the owner claimed he never received an explanation of the charges. The owner should be provided with a detailed list. Gary Nicholds will work with Charles Johnson on a formal itemized bill.

*M. Unit 107*

The owner of Unit 107 still owes \$1,400. Gary Nicholds thought this balance had been settled but this evidently did not occur.

*N. Clubhouse*

Paul Sakiewicz said the untreated wood in the Clubhouse should be treated with some type of clear coat. Gary Nicholds will get two gallons of Penofin or some other appropriate product. A homeowner has volunteered to do the work.

**IV. SET NEXT MEETING DATE**

The next Board Meeting will be scheduled in late November or early December to work on the budget.

**V. ADJOURNMENT**

The meeting was adjourned at 5:50 p.m.

Approved By: \_\_\_\_\_  
Board Member Approval

Date: \_\_\_\_\_