

## Wyndham Club Board Meeting Minutes

November 18, 2010

Call to order: 6:35 PM

Meeting adjourned: 8:15 PM

### Attendees:

Board of Directors Present: Jason, John, Sharon & Wally

Hillcrest Property Management Associates: Bonnie, Michael

1. Roll call
  - Jason – Member at Large – Present
  - Wally – Secretary – Present
  - Sharon – President – Present
  - John – Treasurer – Present
  - David – Member at Large – not present
2. Approval of September 9, 2010 minutes
  - Motion to approve: Jason
  - Seconded by: Sharon
3. Treasurer's Report
  - Approved financial statements (thru October 2010)
    - Motion to approve: Jason
    - Seconded by: Wally
4. President's Report
  - San Tropai: Awaiting final 2011 budget from Hughes Management Company
  - Marshall Shifrin: Discovery in process
5. Property Manager's Report
6. Maintenance Report with work order history for September & October 2010
7. Old Business
  - Ratify 2011 budget
  - Ratify email votes:
    - HH Holmes contract for forensic boring at 1422/1426 for \$2,568.15
    - Lisa Joe's Concrete contract for work at 1297-108 for \$1,170.00
    - Lisa Joe's Concrete contractor for repair to concrete at 1362 building for \$675.00
    - Brown Tree Service contract to remove dead tree at 1351 building for \$600.00
    - Brown Tree Service contract to prune all trees on property for \$21,600.00 which will be payable in 3 installments: 1) \$10,000.00 in January 2011, 2) \$5,800.00 in January 2012, 3) \$5,800.00 in January 2013
    - Millennium Professional Services contract for 2010 tax returns for \$630.00
    - Approve purchase of one twelve-slot mail box for \$1,258.00

*Motion to approve all Old Business: Sharon*

*Seconded by: Jason*

8. New Business
  - Landscape/snow removal contract
  - Approve new fee and fine schedule
    - Motion to approve: Jason
    - Seconded by: Sharon
  - Vehicle stickers
9. Open Forum
  - 1426-107: requested status of engineering issue in 1422/1426 building
  - 1413-108: requested status of approval for new windows
10. Executive Session
  - 111810-01: approval to waive late fee
  - 111810-02: approval to waive late fee
  - Discussion of legal issues
11. Adjourn
  - Motion to adjourn: Sharon
  - Seconded by: Jason