

City View Lofts Homeowners Association, Inc.
Board Meeting Minutes
Meeting Area: Unit I
November 30th, 2017 @ 6:30p

Introductions:

Board Attendees: Jimmy Henderson (I), Michael Koltak (F), Jeff Spinzig (B)
Representing HOA Simple: Kevin Lym

Call to Order: With a quorum being present, the meeting began at 6:45p

Board Agenda Discussions:

1. Current Projects / Updates / Bids:
 - a. New Fob Distribution – completed 11/30
 - b. Kone Elevator Maintenance Proposal – submitted for review
 - c. Elevator Upgrade bid included in Reserves
 - i. Soft starter, infrared door edge & key switch
 - d. Balcony railing painting & stucco repair projects scheduled for Spring

New / Old Business:

1. Trash Guideline Notice: large items walked to bin; use bags; recycle
2. Callbox issues: some phones not working – contact DGO
3. Leasing Policy – hold on taking deposit at this time
4. Annual Meeting – scheduled for December 14th @ 6p, Unit F
5. Jeff purchasing more plants

Meeting Motions:

1. Approval of December 12th, 2016 Board Meeting Minutes
 - a. Motion by Michael, 2nd by Jimmy & unanimously approved
2. 2017 Month-to-Date Financials as of November 30th: Balance Sheet & Budget to Actual
Unanimously approved
3. 2018 Budget w/ 5% assessment increase
 - a. \$19.5K projected in Reserve Expenses w/ same projected to transfer to Reserves
 - i. elevator upgrade; balcony railings painted; stucco & caulking
 1. Motion by Jimmy, 2nd by Michael & unanimously approved
4. Emergency Light Replacement bid from Premier Building Services (\$1.2K)
 - a. Unanimously approved

HOA Simple Tasks (from above):

1. Business: 1-2, 4; Motions: 4

Next Meeting and Adjournment: Next meeting TBD. Meeting adjourned at 7:40p