

**Woodwind Townhouses Association**  
Minutes from Board Meeting  
December 09, 2009

The board met at N&H Enterprises. Present from Woodwind: Doug Cadenhead, Ben Pauly and Sue Power. Present from N&H: Rebecca Thompson.

**1. Call to Order**

Meeting called to order at 6:15 p.m.

**2. Review of Previous Meeting Minutes**

Minutes from November approved as submitted.

**3. Financials**

Board reviewed and approved November financials. Board approved moving \$50K from reserve account into 6 month CD.

**4. Committees**

**Deck-**

Chairman presented oral report. Six decks are finished as well as the 307 deck. Staining will take place as soon as weather permits.

Board agrees to power wash all decks (except those just replaced and those about to be replaced) unless owner requests otherwise. .

**Homeowner's Meeting Committee**

Chairman reports that 55 homeowners to date have attended meetings. Board discusses that two votes will be required: one for an amendment change (that siding can be a multi-year assessment) and another for the assessment itself. Board suggest sappointing a ballot-writing committee, and a follow-up ballot committee to edit the ballot. The ballot is to be mailed to homeowners so they can read it before the homeowner's meeting. The ballot will contain the conditions voiced by the homeowners at the various meetings. Proxy- everyone needs to understand we need their proxy. Board reiterates: There are 2 ballots, one ballot to approve a multi-year assessment, the other ballot to vote on the assessment itself.

**5. Old Business - Moisture Committee and Gray Engineering Reports**

Board reviews the report and cost evaluation from Gray Engineering regarding Two buildings (402-410 and 601-611) . Board notes limited funds require choosing one building,. Board chooses as condition of that building most severe.

Board agrees board member and homeowner committee will gather names of contractors to perform work-scope as stipulated by Gray Engineering. That list of contractors will be submitted to N&H, and N&H's assistance in gathering estimates from those contractors. Board further discussed various details about getting cable boxes removed, utilities marked- (that is, the tasks necessary for the contractor to perform the work, but tasks not

performed by the contractor.) Board agrees homeowners will have to be notified of these tasks for work to proceed.

**Termite Bond and Spencer's Proposals**

Board discusses several issues regarding requirements for bond (vapor barrier, vents, power outlets) in crawl spaces. Board agrees the homeowner will not be covered under the termite bond unless the homeowner's vapor barrier is to code and passes Spencer's inspection. Board agrees the vapor barrier and all electrical (including outlet under the house that Spencer requires) is the homeowner's responsibility. Power vent is the association's responsibility.

**6. New Business**

Unit 701 – request to extend deck. Board agreed N&H would send e-mail to board members and board members would vote on issue. Board notes that extending deck may impede landscape maintenance of common area.

Unit 603 - request for siding repairs. Board decided to perform repairs with siding from another unit getting repairs.

**Adjournment**

Meeting adjourned at 8:25 p.m.