



# Monthly Board Meetings

**Date:** August 6, 2019

**Location:** Jefferson Madison Regional Library - Northside Branch - 705 West Rio Road

**Members Present:** Mary Hackett, Sue McCormick, Steve Ward, Deb Kelsey, Pat Abell

**Call to Order:** 6:35 PM

**Finance Secretary:** No formal report, she reported by email that 266 LVD is on a payment plan and has made all the payments to date. Megan also reported that she will have a detailed report for the board by August 15h.

**Treasurer:** Emailed a report showing Checking: \$31,664.72 and Savings: 29,955.38 She also reported that Megan had deposited \$4,260.00 and that is not reflected in the balances because it is pending and won't be reflected until tomorrow. She has paid the balance on the Messers account for the work done on the drainage in the common areas. She has not needed to transfer funds out of savings at this point.

**Secretary:** Reported that he has inventoried the contents of the file cabinet and the additional items delivered by the previous president with various items. Pat said that he is not comfortable making the decisions regarding what should be kept. A discussion followed regarding what records should be kept and for what period of time. It was decided that Pat would purchase some legal sized hanging folders to fit the cabinet drawers and attempt to organize the contents in the file folders. Then he will dispose of any duplicates and report back to the board. It was noted that we should not dispose of anything pertaining to actions that have been taken or may be taken regarding specific residences.

**Common Area:** Steve reported that Messers work has been completed. The Grind has completed girdling the vines climbing up trees. Algieri made three visits in July and was in the area today mowing. Two projects that need to be considered are trimming over-hanging tree limb along the Rio Road fence and a large leaning pine tree in Area F behind 1506 LFD. He also emailed a detailed report prior to the meeting. A general discussion continued regarding the work needed in the Commons Area.

**Architecture:** Letters have been sent to various members regarding Maintenance Concerns and have effects on some and no effect on others. A discussion followed regarding 1479 MD, 1478 MD, 1489 MD, 1475 MD, 1477 MD, 1524 LFD, 1512 LFD and other properties with maintenance issues. Deb would like specific suggestions on what can be done when there is no response.

**President:** . Deb and Mary will contact the attorney to see what specifically can be done regarding those who have not responded to architectural letters or taken action.

**Old Business:** Mary wrote to 1461 MD regarding the garden planted in Commons Area F. There was a discussion and Steve said that they have done quite a lot of good things in the commons area. If there is no obstacles to moving equipment through for maintenance no real harm has been done. Mary will update her letter and advise that no future plantings should be done without prior board approval.

Sue mentioned that she thought that we previously had stated that we would keep "five years plus one" for record retention. It was also mentioned that we should retain any documentation where action has been taken. She would like to purge the records she has as Treasurer.

**New Business:** None, except Pat wanted to reserve the room for October. The second Tuesday is the 8th. He will also order legal size hanging folders for the file cabinet.

**Adjourn:** 7:50 PM

Next Meeting: September 10, 2019, 6:30 PM, JMRL Meeting Room #3

Date: 8/8/2019

Page 1 of 1