

Minutes of South Villa Committee Meeting 6/13/13

Meeting called to order 3:00 PM

Attendees: Suzanne Low, Jan Morgando, Lale Lewis, Ed Mueger

No quorum

Minutes of previous meeting approved.

Update of fall painting project:

1. Five (5) primary colors and complimentary trim colors were recommended. Sherman Williams was also recommended as brand. Final selection will result in (3) combinations
2. All units in each building will be the same color combination
3. 1st week of October Jan and Paula will arrange for painting contractor to swatch the paints on one building so that owners can see selections. 2nd week of October owners will be invited to a meeting to vote on (3) colors. Owners will not select the specific color for their unit (each building color will be selected by painting contractor). Also, primary and trim color combinations cannot be changed.
4. Jan and Paula will also follow up with Property Manager to implement recommendations in committee letter to Board.
5. Bob Moe ... please provide line item budget for painting project

Water stain controlled test/sprinkler positioning:

Lale and Ed will coordinate test with Property Manager and staff. Lale will replace Paula and Vern on this effort.

Villa Survey

1. 39 surveys returned.
2. Ed and Arnie will update contractor worksheet to capture all types of work effort categorized by contractor.
3. Arnie will advise contractors that they have been selected to be evaluated as preferred providers and request documentation for license and insurance.
4. Arnie, Suzanne, Ed and Andy will notify contractors and unit owners of projects and request contractors to meet with owners to finalize specifications and pricing to the committee.
5. Once pricing ranges have been established, committee will email all south villa owners to give them a final opportunity to request a project.
6. Committee will establish a page on the HR web site that will allow south villa owners an opportunity to request bids for projects between annual surveys.
7. It is the intent of committee that all villa owners consider using preferred contractors for all projects. If not the unit owner will be required to provide proof of license/insurance and references.

Meeting adjourned at 4:00m PM

Next meeting September 12, 2013 at 3:00 PM in main dining room