

HOLLIDAY HOUSE EXECUTIVE BOARD

Minutes

September 17, 2015

A meeting of the Executive Board took place on September 17, 2015 in unit #301. It came to order at 5:04 p.m. The quorum present was Gabe Matherly, Mildred Brockway and Zona Hays. Justin Windholz attended to represent our management company, Crystal Property Management.

FINANCIAL STATEMENTS through August were presented.

OLD BUSINESS

Elevator Repairs

We have been seeking elevator repair since the third week of July. The elevator is completely out of service.

The report from Otis Elevator now is that the Control Panel is irreparable and must be replaced. Their eight page bid is attached. The elevator work itself, to be done by Otis, is estimated at \$56,900, plus an additional \$5,000 for expedited delivery and \$5,000 for outside contracted electrical work, as well as \$61,500 for the code-required Fire Alarm System upgrade.

The total scope and cost of this work plus the possible changes necessary to create a dedicated room for the new Control Panel requires more information to determine options for mechanisms for the HOA to finance it. MOTION by Zona: The Board shall meet again in two weeks on Thursday, October 1st to consider further information gathered by Gabe and Justin in the interim, after which a General Meeting of all Owners will be scheduled. Second by Mildred, PASSED

Landscape ReDesign

In the packet prepared by CPM three additional verbal bids were reported covering "the same scope of work" as Custom Lawn Care's original bid, except Sanctuary Landscaping added to their bid "a small retaining wall".

1. Gopher Landscaping \$3,5000.00
2. Sanctuary Landscaping \$2,500.00
3. Ryan's Landscaping \$2000.00 (Ryan's was the only company that "might" be able to do the work this year)
4. Custom Lawn Care's bid was \$1,637.

MOTION by Zona: The Landscape Project shall be tabled until spring of 2016.

Sewer Line Repairs

The bids CPM received for these repairs ~~tracked~~ ^{tracked} similarly with our first bidder. MOTION by Mildred: Due to the looming major costs of elevator repairs only the failing wastewater pipe shall be repaired at this time, accepting the lower bid. Seconded and PASSED.

LEASING OF UNITS 210 and 310

CPM has written Phyllis Carver, the owner of the two units Valley View Hospital has leased but has not received a response from her.

Helper Dog Issue

The owner of the dog in unit #210 has not yet submitted "helper Dog" documents for their dog to CPM.

NEW BUSINESS

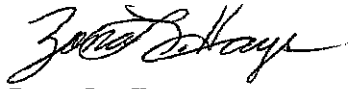
Our tenant in Unit #10 has vacated the apartment, owing rent and without notice. CPM has tried to locate him through his employer but he no longer works there. CPM will start formal eviction proceedings so the unit can be leased again.

The Board will MEET again THURSDAY, OCTOBER 1st, place to be determined.

Adjournment at 5:57p.m.

MINUTES of September 17, 2015 (cont'd)

Minutes submitted by

A handwritten signature in cursive script, appearing to read 'Zona L. Hays', written in dark ink.

Zona L. Hays
Recording Secretary

Eleven pages of Bids attached