

COVINGTON CLUB, INC.

March 26, 2020—Board Meeting

McAlexander Condo/Teleconference

The meeting was brought to order by President Mark Merkel at 5:30 pm.

Board members present by phone conference or in person were Gayle Burns, Jerry Clancy, Annie McAlexander, Gary Robinson, and Kourtney Teegardin. A quorum was established. Susan Zahn, our accountant, was also present by phone.

MINUTES

The minutes from January 16, 2020, were distributed before the meeting via email and were approved.

OPEN FORUM

No homeowners were present for the open forum.

TREASURER'S REPORT

The yearend report prepared by Susan Zahn was presented and confirmed as accurate.

Per Susan, all prepaid income for 2020 was recognized in 2020 except for the Meyers which was recognized in 2019.

A homeowner's account, according to our records, is past due for December 2019. Mark will contact her and request documentation of her 2019 condo payments. Another homeowner's condo fee payment was arranged by a former treasurer. The owner was to pay ½ on the first of the month and ½ on the 15th of the month. The homeowner has switched her payments to the 15th and the 30th which makes her past due on ½ of her payment. Mark will contact that owner and correct her payment schedule. It has been suggested that no further arrangements of this kind be afforded to any homeowner.

The pet deposit and the security deposit fee were discussed. Some want to lower the fees. The fees have been established in the bylaws. It was decided not to attempt to change them at this time. A discussion took place about collecting the security deposit from all owners who have not paid because of the purchase timing of their condos. The discussion was tabled to the next board meeting.

Susan brought up the classification of capital improvements. In order to keep Covington Club's nonprofit status, we need to start depreciating capital improvements. She will work on this.

Annie McAlexander started a conversation about changing banks since we are having so much trouble with First Merchants Bank. She suggested we switch to First Federal Savings Bank and a discussion took place.

Annie made a motion to switch our accounts to First Federal Savings Bank. The motion was seconded by Jerry Clancy. Motion carried. Mark also noted that the official name of Covington Club is Covington Club, Inc.

Signers on the account will be all the officers.....Mark Merkel, President; Jerry Clancy, VP; Gayle Burns, Secretary; Annie McAlexander, Treasurer; and Kourtney Teegardin, Assistant Treasurer.

OLD BUSINESS

Update on Homeowner Individual Insurance Policy: Jerry Clancy reported that 16 of 33 homeowners have sent him their policies. He will work on getting all of policies by the next meeting.

Meyers' Condo: The structural plans for the Meyer's condo were approved at a previous meeting.

Welcome Packet Update: It has been suggested that we post board minutes online. Kourtney is working on this.

Mark had some suggestions to add to the Welcome Packet.

1. Common areas. Explain what they are. Use of limited common areas. Explain what they are...board approved patios and lighting, etc.2.
2. Page 5...monthly assessment. Put in late penalty fee.

Website: The website is up and running but needs work. The Bylaws will be posted on the website as well as rules and regulations provided by Mark. We have a new web host procured for us by Kourtney. The cost is \$10 a month/\$120 per yr.

Annual Schedule for Maintenance: It was decided to do foyer, basement steps carpet cleaning once a year in June. Gary suggested power washing buildings 1, 3, and 4 once a year instead of doing a second foyer cleaning in the fall. Gayle made a motion suggesting such and the motion was seconded by Annie. Motion carried.

Snow Removal: Jerry Clancy reported no issues with snow removal, and we are under budget. We have to wait until November and December to see if that is still true.

NEW BUSINESS

Lillie Ann Carroll repainted her inside front door facing the common area.

Liz Toporas reported a possible foundation problem in her kitchen. When she had her old kitchen cabinets pulled, there was evidence of a water leak. Tom Jones, our handyman, checked it out and it appears to be dry now. Liz went ahead and replaced her old kitchen cabinets.

Roof Repair Building 2: The roof above Sharon McCaulay has been replaced because of a severe leak.

Landscaping for Buildings: Plan and Cost – Taff Silliman wants to know if there is any money in the budget to help with building 4's landscaping. They have a plan and want to begin planting. They will pay the remainder of what the board does not give them from the budget. Taff suggested relocating appropriate plants from building four to the front of building one. She will do it if some board members help. A lengthy and heated discussion took place. Mark Merkel made a motion to give each building \$1000 towards landscaping each building. Gary Robinson seconded the motion. Motion carried by a majority.

Review of water, electric and lawn/landscape budget items.

Tabled to the next meeting.

OTHER

In May, the board will do a walk around with Rozelle Landscaping to assess landscaping needs.

Jerry Clancy commented on bringing the units down from the roof of building 3 hopefully in April. The cost is around \$1600 per owner to be paid for by the owner. Gayle will send a blast email to building 3 owners at the appropriate time.

Board responsibilities need reassigned. List of owners along with updated emails needs to be done. It was suggested that Gayle send out a blast email asking for permission to post emails on website.

Respectfully submitted
Gayle Burns, Secretary