

Cornerstone Homes of Richmond Hill – Board of Directors Quarterly Meeting Minutes

Date: Tuesday, January 25th, 2022

Time: 7:30 PM

Location: Zoom

Board of Directors:

Jerry Johnson - (Co-)President -absent

Rich Nodorft - Treasurer -present

Ryan and Brett Randall - Secretary -present

Carrie Ferguson – At-Large -present

Scott Fenton - At-Large -present

•**Call to order** -Rich moved to call to order, Carrie seconded. Passed unanimously.

•**Review/approve Nov 2021 Quarterly Meeting Minutes** -Ryan moved to approve minutes, Rich Seconded. Passed unanimously.

•**Old business:**

--Repaving entire horseshoe driveway in 2022 versus half in 2022 and half in 2023:

--Updated quotes were received from DSI and discussed.

--Rich will ask Shandar to get another quote from a different vendor for comparison.

--Need to examine quotes with regard to association budget - Rich and Randy will discuss and then the board will discuss at the budget meeting in February.

--If only half of horseshoe is completed in 2022, perhaps the DSI handyman could patch any remaining bad potholes with sacks of "asphalt patch" which are inexpensive at home centers and surprisingly effective. The quote from paving company to do "spot repairs" with "heat pad treatments" was extremely expensive and would be a waste of money because complete re-paving will be happening so soon.

--Sealing of newly-paved small straight driveway between 6167 and 6175:

--Sealing should be done 1 year after new asphalt laid, and then every 3-4 years thereafter. We will ask Shandar to obtain quotes for the sealing to be done in 2022.

--Door painting:

--The quote for re-painting all 40 doors was extremely high, so we will address individual doors as needed.

--At annual meeting, owners will be told to email Shandar if their front door paint is in rough shape and needs repainting. Once we have a list of units, a quote will be obtained.

--ADA/Accommodation Policy item:

--Ryan discussed with Shandar and asked her to add this document to the Rules of Use document and to the DSI website, which she did. Ryan is adding it to the Cornerstone website.

--Window/sliding door flashing repairs:

--Repair to 6147 #3 sliding door flashing completed in December. Two other units were previously repaired (6151 #3 and 6145 #4).

--If other units are having issues with water coming in their windows, they can contact Shandar and we can address them on a case by case basis. Flashing repairs likely cost between \$3,000-\$5000 per unit.

- Cornerstone website updates:
 - Still in progress
 - Ryan discussed with Shandar on Wed 1/19 about transitioning all info from DSI site to the Cornerstone site.
 - Will need to set up DSI/Shandar with an account to access our web site so they can get the correct info to people when they need it.

- Delivery of past two quarterly meeting minutes to owners:
 - Ryan followed up with Shandar on Wed 1/19 to discuss, and the minutes were sent to all owners.

- Overgrown flower beds in common area green space between 6147 and 6151:
 - An owner had an agreement with the board to maintain these beds himself but they haven't been tended to in a couple of years. Brett asked the owner and the owner is okay with the landscapers taking over the maintenance. Brett will ask Shandar to inform the landscapers that we would like them to begin maintaining these areas in the Spring.

- Security cameras:
 - An owner inquired with Shandar if it's allowable to install security cameras on the exterior of units. Brett asked Shandar to let the owner know that there are no rules prohibiting unit owners from installing security related equipment.

- Decks repairs:
 - Decks will need attention at some point in the coming years. Action tabled for now pending review of budget and prioritization of other projects such as re-paving driveway.

•New business:

- Snow removal and salt bins
 - This is the first year Prairie Pro has done the plowing, so they didn't do a great job initially but seem to be improving, especially when we've provided them with feedback. Will keep an eye on it and address concerns as needed (adding guide sticks?). Ryan asked Shandar to have them place barrels of salt around the property for owners to use if we need to augment their regular salting.

•Wrap-up / scheduling upcoming meetings:

- Rich and Randy will meet to put together the budget for 2022 and then the board will review at the budget meeting scheduled for Tuesday, February 22nd at 6:30 PM, location: Zoom.

- Annual meeting: Scheduled for Tuesday, March 22nd at 7:00 PM, location: Zoom.

•Adjournment -Rich moved to adjourn, Scott seconded. Passed unanimously.