

Bohanan, Mike

To: 'Cheryl Garcia (Vintage VI HOA - Bordeaux)'; 'Dana Alixander (Vintage II HOA - Touraine)'; 'David Anfinrun (Vintage III HOA)'; 'Patrice Virgin (Vintage VII HOA - Cameray)'; 'Ruth Edwards (Vintage VII HOA - Cameray)'; 'Tom McSteen (Vintage V HOA)'; 'Tracy Wood (Vintage III HOA)'; 'Erin LaFrance (Vintage VII HOA - Cameray)'; 'Barbara Pelfrey (Vintage VI HOA - Bordeaux)'; 'Mark Hubers (Vintage VI HOA - Bordeaux)'; 'Ray Gregoire (Vintage II HOA - Touraine)'; 'Jim Grace (Vintage IV HOA - Bouchard)'
Cc: 'George Malone (Vintage I HOA)'; 'Greg Kent (Vintage I HOA)'; 'Holly H Hoyt (Vintage I HOA)'; 'Jana Zaffarano (Vintage I - MacPherson)'
Subject: RE: Vintage Common Areas - Meeting Minutes (3 Feb 2004) DRAFT

Everyone – There were no corrections submitted, so the minutes below now stand as **FINAL**.

Please remember to forward any of your outstanding invoices noted in the action items below so we can complete 2003. Also, please mark your calendars for **Apr 6th at 7 o'clock in the Cameray clubhouse** for our next meeting. Thanks

Mike

Chairman, Vintage Common Areas Maintenance Committee
President, Vintage I HOA

-----Original Message-----

From: Bohanan, Mike
Sent: Saturday, February 07, 2004 2:42 PM
To: 'Cheryl Garcia (Vintage VI HOA - Bordeaux)'; 'Dana Alixander (Vintage II HOA - Touraine)'; 'David Anfinrun (Vintage III HOA)'; 'Patrice Virgin (Vintage VII HOA - Cameray)'; 'Ruth Edwards (Vintage VII HOA - Cameray)'; 'Tom McSteen (Vintage V HOA)'; 'Tracy Wood (Vintage III HOA)'; 'Erin LaFrance (Vintage VII HOA - Cameray)'; 'Barbara Pelfrey (Vintage VI HOA - Bordeaux)'; 'Mark Hubers (Vintage VI HOA - Bordeaux)'; 'Ray Gregoire (Vintage II HOA - Touraine)'; 'Jim Grace (Vintage IV HOA - Bouchard)'
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Subject: Vintage Common Areas - Meeting Minutes (3 Feb 2004) DRAFT

Everyone – Shown below are my **DRAFT** minutes from our meeting last Tuesday. Please comment if you have any corrections by no later than **Feb 14th**. I'll then post the final version of the minutes. Thanks

Mike

Chairman, Vintage Common Areas Maintenance Committee
President, Vintage I HOA

Minutes (3 Feb 2004)**Attendees (with voting rights):**

Vintage I - Mike Bohanan: President

Vintage II – No representation

Vintage III - Tracy Wood: President

Vintage IV – Jim Grace: President

Vintage V – Tom McSteen: Murray Franklin HOA Rep

Vintage VI – Cheryl Garcia: President (called away from meeting shortly after convening)

Vintage VII – Ruth Edwards: President

Additional Attendees:

Vintage III – David Anfinrun: Treasurer

Vintage VII – Patrice Virgin

Discussion Topics:

1. **Bark Mulch** – Unanimous agreement that all HOA's would re-bark common areas in 2004. Also agreed to get several bids for entire common areas to save money. Attendees will request quotes for entire job as well as quotes for \$ per cubic yard (spread) to give us a common means of comparing bids. Agreed not to pursue self-help option since most attendees agreed it'll be hard to get residents to help. Easier to have landscaper spread mulch rather than just dump it.
2. **Irrigation Audits** – All HOA's have audited water rates except Cameray and Bordeaux. Unanimous consensus by attendees (including Cameray) that HOA's with unaudited rates should only be able to claim 65% of unaudited water expenses.
3. **Soccer Field** – Agreement that policies agreed to at previous committee meeting are to continue. (Teams can use the field for practice but only on a first-come, first-serve basis. They must also share with anyone else that shows and wants to use the field.)
Actions:
 - Design signs for “No Parking” and policy stating “No Reservations” for Committee review and approval – Ruth
4. **Professional Management** – Attendees open to idea of having management company help with administrative duties.
Actions:
 - Get quote from Jana Zaffarano of MacPherson's – Mike
5. **2003 Expenses** – Committee reviewed invoices for all claimed common area expenses for Vintage I, III, IV, V, & VI. **Following review, committee agreed that expenses for Vintage I, V, and VI (with amendment for VI to include only 65% of claimed water expenses) were complete and validated.** Vintage II, III, IV, and VII have additional action items (see below) before expenses can be validated.
Actions:
 - Vintage II to provide copies of invoices for all expenses – Dana Alixander
 - Vintage III to provide copies of invoices for 3 plantings (\$632, \$812, & \$913) – David Anfinrun
 - Vintage IV to provide copies of invoices for all water meters and landscaping – Jim Grace
 - Vintage VII to provide copies of invoices for all expenses – Ruth Edwards
6. **Committee Chairman** – Agreement that Mike Bohanan would continue as chairman of common area committee with further agreement that committee could elect a new chairman at any time by simple majority vote.
7. **Non-Payment** – Discussion of possible remedies for non-payment of common area expenses by all HOA's.
Actions:
 - Talk with Vintage II - Mike
8. **Vintage V Transfer** – Tom McSteen believes Murray will be able to transfer responsibility for Vintage V homeowner association to the homeowners sometime later this year.
9. **Next Meeting** – Agreement to have next meeting in two months
Actions:
 - Determine meeting date - Mike

The attachment below shows validated expenses for Vintage I, V, and VI as well as unvalidated expenses for Vintage II, III, IV, and VII (pending validation of invoices as

described in item #5 above). These expense figures are presented for planning purposes only pending validation of all invoices. After the committee has validated all invoices, funds will then be transferred as appropriate between HOA's.

Based on the current validated and unvalidated figures in the attachment:

- Vintage I (Avignon & Keswick) would receive \$3,214
- Vintage II (Touraine) would pay \$3,680
- Vintage III (Provence & Pomerol) would receive \$3,601
- Vintage IV (Bouchard) would receive \$3,201
- Vintage VI (Bordeaux) would pay \$5,676
- Vintage VII (Cameray) would pay \$1,989
- Vintage V (Greens at Beaver Creek) would receive \$1,328

<< File: 2003 Expenses.xls >>