

**RIVER OAKS COUNCIL OF CO-OWNERS BOARD OF DIRECTORS MEETING
MINUTES OF MEETING
SEPTEMBER 24, 2015**

The meeting was called to order at 6:30 p.m. by President, Lyla Gillaspie in the conference room located in the Courtesy Office on the property.

Present: Lyla Gillaspie, Neil Goldstein, Michael Olsen, Steven Young, Alice Bragg, Therese Morales (Property Manager)

Financial Report

KRJ Property Manager, Therese Morales gave the Financial Report as of September 24, 2015.

President's Report

Lyla Gillaspie stated that the Guard House had been newly painted and given a deep cleaning. Shelving was added for packages and energy efficient lights were installed. Michael Olsen was instrumental in obtaining the best prices for contractors and equipment. He donated some of the bathroom fixtures. Neil Goldstein donated the pictures in the meeting room. Lyla Gillaspie added the clock, flowers and picture in the office. It was agreed that the Association will charge a \$75.00 deposit, which includes a \$25.00 non-refundable cleaning fee, for use of the room by Residents.

The Residents' keys are now located in a new lock box in the office and will be available only in an emergency by contacting the Courtesy Officer, who will contact Therese Morales or the Board member who has custody of the lock box key. A letter with instructions regarding key access and a Waiver will be sent to each Resident who has a key in the lock box.

There will be 5 covered unassigned parking spaces that will be available for use by Residents. The Resident will need to pay \$600 per year. Notices will be posted and Residents will contact Therese Morales to obtain use of a space.

There was an issue when the Board tried to change the gate codes. The code will be changed and a new notice will be issued.

Notices will be sent to Homeowners that need to trim the trees in their patio area.

Residents will need to contact AT&T regarding their internet service outage in July.

The Board will institute a new procedure for package pick up. An initial notice will be posted on the Resident's mailbox. After 14 days, a reminder call will be made to the Resident regarding the package. Seven days later a second reminder call will be made and the Resident will be notified that the package will be returned after 7 days. After 28 days, the package will be returned to sender.

Bike racks will be installed on the Peden side of the property and in a partial space on Haddon near the entry/exit gates. There is a plan to install additional lighting at those locations.

The Board will not pursue FHA/HUD approval for the Association due to time and cost factors. It will benefit approximately 1%-2% of the owners and having the entire HOA pay is not fair to the other owners.

The Board plans to have the roofs evaluated for scheduling major repairs. The cost will be approximately \$2,000 to \$3,000.

Several of the large oak trees are sick and an arborist will be consulted regarding steps to try to save the trees.

Lyla Gillaspie reported on several security issues on the property.

Homeowner Forum

Charles Boyd requested information regarding parking spaces. The available covered spaces will be painted with numbers. The person using one of the spaces will have the right to pay for using the space on a yearly basis. Otherwise, the space will be available for use by another Resident. The Board will look into issues regarding other unassigned spaces upon receipt of information from Mr. Boyd.

Pat Estess requested information regarding whether Officer Gutierrez was being dismissed from the property. Lyla Gillaspie explained that Mr. Gutierrez is an employee of Star Security and they handle issues with their employees, not the Board. The Board has scheduled a meeting with Star the first week in October.

Becky Demeris suggested that speed bumps need to be installed on Peden due to the increase in traffic from the South Shepherd construction. Therese Morales will check into that matter.

The tow signs installed on the Peden side fences appear to be effective as fewer people going to the strip center are using the Visitors parking spaces.

Connie Buchanan was given information regarding the procedure for getting her key from the office in the event of an emergency.

Adjournment

The meeting was recessed at 7:15 p.m. at which time the Board entered into an Executive Session.