

## Breckenridge Master HOA Board Meeting

Date April 24, 2013

Location Breckenridge Club House

### I. Establishment of Quorum

Rose Troyer, Adheet Bondre, Satish Garimella, Narsa Gaddam, Sharad Gupta  
Virginia Davis

### 2. Meeting Called to Order at 6:30 pm Adheet joined at 6:34 pm.

### 3. Review of March 2013 Minutes (6:30 pm)

Rose added that her concern raised during the January Special Budget Meeting were resolved when it was confirmed that additional budget requests can be raised to the Board.

March 2013 minutes were approved with by all with edits.

Satish places the motion to accept the edited minutes. Narsa seconds the motion. All are in favor. Minutes are approved.

### 4. Business Conducted between last and current Master HOA Executive Board Meeting

A. Pool Contract – Conference call held to discuss the Pool Contract. Tim Shadle from Finance Committee, Satish, Narsa, Adheet, and Sharad attended. Rose Troyer was unable to attend. All Board members in attendance voted that the Pool Contract be cancelled with CPM and be awarded to Hammerhead.

Satish sent a note to York to send the cancellation notification to CPM. CPM responded on the cancellation note that the contract was in effect as the renewal was automatic as per the current contract.

B. Pool Repair Contract – This item was also discussed at the same conference call held for the Pool Contract. All the three quotations from CPM, Hammerhead, and Aquatech were evaluated and all in attendance were in agreement to go with Hammerhead for the pool repair contract.

Satish sent a note to York to sign the contract with Hammerhead.

5. Old/New Business (6:38 pm)

- A. Pool Fence Bid – (7:27 pm) The Health Inspector requests that the issue of the gaps within the fence be fixed before he can approve the opening of the pool. A quotation of \$2180 has been submitted for the work.
- Satish places a motion to approve the work for the addition of the wooden boards to the existing 6x6 posts and repaint the boards and post white. Narsa seconds the motion. All are in favor. Motion is passed.

The issue of the gap between the ground and the fence will be redetermined at the next walk through and what can be done to get this passed as well.

6. Committee Reports

A. Appearance Committee (6:43 pm)

- Beth presented the updates.
- The committee has spent some productive time and found the color codes for the original paints as used by Pulte. This will be helpful to residents as they go out to get paint to repaint their doors and shutters. Board suggested that the wording be added that all paint jobs still need architectural review if original paint is being changed.
- The Committee met with the Architecture Committee and has listed some standards that would be applicable to all homeowners. Architecture Committee is working on the verbiage to be put around these standards.
- York to confirm whether the standards are applicable to all home owners or are some items grandfathered in, such as required staining of the fence.
- Satish is working with Brickman on getting sponsorship for the Lawn of the Month award.
- Shefali is a new member to the Appearance Committee.
- Lawn mower maintenance workshop is being planned in May. More details to be available as details get finalized.

B. Finance (7:13 pm)

- Tim provided the updates.
  - The committee has voted to make Tim Shadle the Chairman of the Finance Committee in line with the push to have homeowners take the helm of the Committees.
  - Finance Committee will review all the current contracts for Pool, Janitorial, Lake, Grounds, and Management services to ensure that the terms and conditions are most favorable for the HOA. York will provide copies of all current contracts.
  - The Committee suggests that all contracts be set up so that they are up for renewal on January 31 every year. This will allow for easy management of the contracts and for adjustments to be made to the budget.
  - The yardage mentioned on the quote from Atlantic for mulch does not equal to any other volume as in the past. The committee suggests that the quotations be invited after following these steps.
- York to provide the site plans to the Ground Committee.

Grounds to mark the areas to much under each of the contracts – Master HOA, Sub Associations

Determine the yardage of the mulch based on the above site plan and then send out to bid.

It is suggested that the mulch work to be completed before June 21, 2013.

York to determine whether the ROW maintenance falls under HOA or Town of Morrisville maintenance.

- Suggested the approval and submission of the quotation for the work on the pool fence.
- Committee suggests that the work needed to fix erosion issues behind the lower courts be documented properly and sent for bidding, now that the HOA has a better hold of what can be done best to fix the issue.
- Committee suggests that the tennis court work be completed by fall. Committee suggests that quotes be requested to redo half of and the full upper courts. York to request S&ME to provide better specifications with technical details on the work to be performed so that the proper bids can be requested. S&ME to also provide what they think should be the standard warranty on this work. S&ME will also be requested the cost of them managing the work and provide oversight of the work being performed. All in attendance agreed and requested York to request S&ME for details.

C. Architecture (7:43 pm)

- Chris provided the updates.
- All requests with the exception of one are approved by Chris.
- Board is in agreement with all recommendations  
Satish places a motion to approve all recommendations from Chris. Rose seconds the motion. All are in favor. Motion is passed.

D. Grounds (8:07 pm)

- List of open items has already been submitted by Vance.
- York to help assign which open items need Board approval. York to provide existing or new quotations for the work.
- Virginia suggested that some of the common areas that are currently under 9 scheduled mowings a year should be changed to the normal mowing schedule. York to ask Brickman the impact on the current contract.
- Rose stated that the tree at the Willingham and Parkside intersection at the Lakes needs stabilization.

E. External Affairs (8:12 pm)

- Satish provided the updates.
- Work on North West Park will start after the final bids on the other parks are finalized and project finalized. Meanwhile, the State may drop the requirement for the access road and cul-de-sac which is the majority of the project cost.
- Suggested that general information about the Town of Morrisville be added to the HOA website.

- F. Social (8:15 pm)
- Rose provided the updates.
  - Spring Fling was a great success. Approximately 800 people showed up.
  - Yard Sale is coming up next.
  - Movie night is in planning, Equipment has been received.
  - Suggested that the Social Committee investigate whether we need a permit to show moves in public.
  - Create an asset list of all items owned by the Committee. Request made to all committees.
- G. Clubhouse (8:23 pm)
- Virginia provided the updates.
  - New rugs have been received and placed.
  - Quotation for the glass for the table top has been requested.
  - York has been asked to check with the painters whether they will give us credit (and how much) if we get the clubhouse washed by someone else. York also to get more quotations for the painting.
7. Old/New Business (continued)
- B. Pool Contract – (8:26 pm) The pool repair work is in progress and should be completed in time for the May 12 opening. Entrance boards will be changed to state the new pool hours.
- C. Committee Code of Conduct – (8:36 pm) York provided the response from the lawyers. These will be discussed at the next HOA Board meeting.
- D. Directors and Officers Insurance – (8:37 pm) York to get quotes for this additional insurance coverage.
- E. Code of Conduct – (8:39 pm) Sharad has already signed. Others to review the form and sign at the next Executive Board session. Additional forms for Confidentiality to be reviewed.
8. Adjournment
- Satish placed a motion to Adjourn. Adheet seconded the motion. This is not a debatable motion. Meeting is adjourned at 8:41 pm.

Signed and submitted by  
Sharad Gupta  
Secretary  
Breckenridge Master HOA Executive Board