



ADAIR ESTATE HOMEOWNERS ASSOCIATION

MINUTES

Board of Directors Meeting

February 20, 2018 – 8:00 P.M.

Location: Conways – 1328 Mansion

Members Attending

		<u>Present</u>	<u>Absent</u>
Carrie Conway	President	x	
Stuart Silverman	Treasurer	x	
Brian Mitchell	Secretary	x	
Susan Stine		x	
David Partlett		x	
Dan Marshburn		x	

HOA Finances: \$22,904 in savings, \$22,369 in checking, Insurance premium is up \$1k this year, discussed the need to review insurance coverage and decided to make a thorough review in 2019 since most recent review was completed in 2015. Brian Mitchell volunteered to work with Stuart Silverman as a “backup” on accounting work (budget/actuals/Quicken etc.).

Bylaws: David Partlett volunteered to be the Board’s expert on our bylaws.

Mansion Repairs: The board voted (6-0) approving the recommendation for Warrior Construx to re-route a mansion front downspout to solve ongoing rainwater drainage problem. Motion made by Dan Marshburn and a second by Susan Stine. Cost estimate is \$3440.

Concierge Apartment Lease Terms/Conditions: Brian and Stuart will meet to discuss future lease terms and conditions for the concierge apartment. Current lease runs through 1/31/2020.

Special Projects: There was general discussion on gutter cleaning/maintenance, the painting schedule, and the outdoor lighting contractor. Brian volunteered to be the point person for interacting with the lighting contractor on warranty issues.

Spring Gathering: Board agreed to provide main course for a spring meal/gathering to welcome new neighbors. Susan Stine volunteered to coordinate.