

## **WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING MINUTES**

**Date:** Tuesday, June 18, 2013

**Call to order:** 7:07 pm, by Eric

**Location:** 2102 Green Watch Way #300

### **Attendees – Board, Management**

<b>✓</b>	<b>Name</b>	<b>Position</b>
✓	Eric Orr	President
	Patrick Shagena	Vice-President
✓	Teri Jaeger	Treasurer
✓	Gavin Wright	Secretary (arrived 7:30)
✓	Diane Morris	At Large
✓	Diana Fritts	Property Manager, Horizon Community Services

### **Secretary Pro Tem**

Teri volunteered to take minutes, as Gavin hadn't arrived when the meeting was called to order.

### **Approval of Minutes**

Draft minutes of the May meeting were not available. They will be approved via email, or at a later meeting.

### **President's Report**

None.

### **Treasurer's Report**

None.

### **Management Report**

None.

### **Old Business**

**Garden Style Front Balconies.** Teri updated the board regarding ongoing discussions, still not finalized, with EV-Air Water Tight regarding a possible approach to evaluating the garden style front balconies, using 11614 Ivystone Court, #201, as a test case.

### **New Business**

**Window Replacement Request.** Eric moved to approve a window replacement request for 11608 Wind Bluff Court. Teri seconded, and the motion was approved unanimously.

**Master Landscape Plan.** Eric has posted the Site Analysis and Master Plan in the entry at 2112 Green Watch Way, and also has distributed an update regarding the status of the Master Plan and upcoming steps to all units. Diana will send Eric a list with addresses for all non-resident owners, and Eric will mail this update to them as well.

**Stairwell Light.** Eric reported that the stairwell light inside the fire door at the 100/101 level of 2118 Green Watch Way is out. Diana will have it taken care of.

**Timely Notice of Water Shut Offs.** Teri noted that less than 72 hours advance notice has been provided to residents for some recent non-emergency water shut offs. It was agreed that in the future, Diana will call Teri (cell) to request notices be posted. If Teri cannot post the notices, or does not return Diana's call within about 3 hours, Diana will email the rest of the board.

### **Executive Session**

None.

### **Adjournment**

The meeting was adjourned at 8:13 pm. The next meeting is scheduled for Thursday, July 18, at 7 pm, at 2102 Green Watch Way, #300.