

# MINUTES

## The Preserve at Indigo Run, HPR

Meeting of the Board of Directors

**Monday, April 12, 2021**

**9:30 am | Via Zoom**

- I. **Roll Call/Call to Order** – Joe Muenkel called the meeting to order at 9:45am.
  - A. **Board Members Present** – Joe Muenkel, President; Pamela Kosteva, Treasurer
  - B. **Board Members Present via Zoom** – Elizabeth Davis, Secretary; Colleen Zaccardo, Member at Large
  - C. **Board Members Absent** – Kate Holland, Vice President
  - D. **IMC Resort Services Representatives** – Deanna Anderson, Association Manager; Garrett Hamilton, VP of Accounting & CFO; Lyndsey Dorshimer, Minutes
- II. **Approval of Minutes**
  - A. **Approval of the January 15, 2021 Board Meeting Minutes** – Joe Muenkel made a motion to approve the minutes from the January 15, 2021 Board meeting, as presented. Elizabeth Davis seconded the motion. The motion passed without opposition.
- III. **Ratifications**
  - A. **BrightView Contract** – Joe Muenkel made a motion to ratify the approval of the contract presented by BrightView. Pamela Kosteva seconded the motion. The motion passed without opposition.
  - B. **Pool Furniture Reupholstering | \$7,436.36** – Joe Muenkel made a motion to ratify the approval of reupholstering the pool furniture at a cost of \$7,436.36. Pamela Kosteva seconded the motion. The motion passed without opposition.
  - C. **Pool Re-Plastering | Anderson Pools | \$30,166.00** – Joe Muenkel made a motion to ratify the approval of re-plastering the pool by Anderson Pools at a cost of \$30,166.00. Elizabeth Davis seconded the motion. The motion passed without opposition.
  - D. **Custom Security Wireless Transmitter \$1,320.00 vs Traditional Conduit \$4,968 - \$5,782** – Joe Muenkel made a motion to ratify the approval of Custom Security's wireless transmitter at a cost of \$1,320.00, with the understanding that a full credit will be issued, in the event it does not effectively work. In this case, traditional conduit would then be installed. Pamela Kosteva seconded the motion. The motion passed without opposition.
- IV. **President's Report**
  - A. **General** – The Board agreed to address the comments received regarding the pool project, inclusive of the pool re-plastering and pool furniture reupholstering, in the next newsletter.

**B. Landscape** – Joe Muenkel mentioned that beginning May 1<sup>st</sup>, spring plantings will be installed, mostly to the front entrance of the property, as well as the pine straw application of 1500 bales. Roofs will be blown off and gutters will be cleaned after the leaf drop, also projected to be done on May 1<sup>st</sup>.

**V. Financial Report** – Garrett Hamilton reported on the cash position as of March 31, 2021. Insurance will come due May 8<sup>th</sup>. At this time, Garrett Hamilton does not have any renewal numbers to provide the Board. He hopes to have this in the next week or two.

**VI. Executive Session** – The Board entered into Executive Session at 10:24am. During this time, they discussed any outstanding accounts. The Board exited Executive Session at 10:49am.

**VII. Old Business**

**A. Building Improvements** – Joe Muenkel mentioned that there were significant overage costs with building 8, due to wood rot that was not factored in to the original cost of \$8950. The final cost, with the wood rot, came to roughly \$15K. With 42 buildings within The Preserve, this project can become very expensive. After some discussion, the Board agreed to have Roger evaluate and assess the extent of wood rot on each building, as this is the most time consuming and expensive fix. They will then replace the fascia board. The next buildings discussed would be 40 and 42 as they are next to each other and the fascia doesn't appear to be as bad, noting that both could be completed in two to three weeks. An outside paint crew would then be hired after the wood rot has been addressed.

**B. Trash Compactor Repair** – It was noted that a new motor was needed, which was purchased for \$4K, however, that did not solve the issue with the trash compactor. It was then suggested that 100amps were needed in order for it to work correctly. Currently, the compactor is working on 60amps. A quote was gathered for a 100amp line to be added. If this line fails, the Board would like to be reimbursed for the motor and electricity that had to be installed without a solution. The Board discussed better options to trash on property. After some discussion, the Board agreed to have Deanna Anderson locate an electrician. She will also call the Beaufort County Waste Center to see who they use to maintain the public trash compactors, as they may have a better solution than what has been given to this point.

**C. Landscape Guidelines** – The Board discussed enforcing Landscaping Guidelines, which would address potted plants, flags, etc. Standards are currently being drafted by the Board, which will be approved at a later time. The Board also mentioned putting these in the next community newsletter in order to get community feedback on these guidelines prior to finalizing them.

**VIII. New Business**

**A. Tree Company Contract** – Joe Muenkel reviewed the three contracts received. **Joe Muenkel made a motion to hire Arbor Nature to do the 2021 tree trimming, pruning and fertilization. Pamela Kosteva seconded the motion. The motion passed without opposition.**

**B. Maintenance Shed** – Joe Muenkel received a quote from Roger for a 12'x12' maintenance shed with flooring, door lock and an overhang, which would replace the current shed that is on property. The cost for the shed and installation would be roughly \$6-\$7K. **Joe Muenkel made a motion to approve the cost for an appropriate, environmentally safe maintenance shed, which will also eliminate storage off-site, saving \$216 per month. Pamela Kosteva seconded the motion. The motion passed without opposition.**

**C. Schedule General Residents Meeting** – The Board discussed the best time to hold a general residents meeting at the pool where owners can ask questions. This meeting has been scheduled for Tuesday, May 18<sup>th</sup> from 5:30-6:30pm.

**V. Next Meeting Date** – TBD

**VI. Adjournment** – With no further business to discuss, **Joe Muenkel made a motion to adjourn the meeting at 11:38am. Elizabeth Davis seconded the motion. The motion passed without opposition.**

APPROVED