

**CROMWELL PARK AT SALEM
BOARD OF DIRECTORS MEETING**

DATE: January 8, 2015 @ 6:30 p.m.

Board Members

Present: Beth Hendry, Gary Scott, Judy Kirschbaum, Brett Poyner, Chuck Brisbin

Also present: Jennifer Copeland, Community First Management

Motion: December 2014 minutes: motion to accept by Chuck and seconded by Judy, motion passed.

Owners Forum

Gayland and Beth will try to get together to work on updating the website.

Ice was noticed on the street on Winwick. Brett and Jenn to check out the source of the water.

It was suggested by Rod to look into the sealing of cracks on the streets. Jenn to seek several estimates.

Stump grinders cut a cable at 2101 Everton. Owner noticed stump grinders were within marked area; Miss Utility marked incorrectly. Owner has contacted Cox cable.

Jenn will find out what the process is to get Cox Cable to investigate how deep the cables are laid.

It was brought up that some of the door jambs and trims down towards the end of Cromwell Park Drive are in poor condition.

Treasurer Report

Reserve Balance - \$262,000

Expenses - \$15,000 less than budget, will roll over in the reserves.

Utility bills \$16,000 over budget for the year.

Pond Committee

The aerator located by Beth's unit should be replaced within 10 days.

Managers Report

Second phase of the fence installation should be completed by the end of next week.

Touch of Class and James River met to discuss replacing irrigation controller and stand by fence on Dam Neck. Touch of Class to submit proposal on new stand to match fence and James River to submit new proposal on replacing irrigation controller.

The new telephone gate entry system installation should take place on January 15th. The software program has already been installed at the property management office.

The pool sign at the front gate is in poor condition and needs to be replaced.

Unfinished Business

Roof pipe collar proposals to be reviewed.

It was discussed that each building has one box with two water shut-off valves; one for each unit. Jenn to seek several estimates to flag boxes and replace valves as needed.

New Business

Gayland investigated the possibility of the installation of a security camera at the front gate. A wireless system with a 490' range would be less than \$1000. It would record for 29 days and then reset.

Motion made by Chuck to have board meeting on a bi-monthly basis; seconded by Brett. Motion passed.

Jenn to send out notice of meeting schedule change via e-mail to unit owners. Website will also reflect this change. Next meeting will be the 2nd Thursday of March.

Executive Session

The board went into executive session.

Meeting adjourned at 7:45 p.m.