

TOLLGATE ASSOCIATION

Board of Directors Meeting

September 7, 1993

The meeting was convened by President Magness at Don Frady's home at 7:00 p.m. Present were Magness, Kahn, Regan, Simpson, Knight and Mr. Frady. The Board had requested a meeting with Frady to discuss the remaining 1993 and proposed 1994 landscaping plan and budgets.

Frady offered the following 1993 projects that need to be undertaken: 1) the big spruce tree in front by the gazebo had to come down (it had been hit by lightning) and the area to the front left of the gazebo now needs landscaping -- cost \$300; 2) white pine behind 113 -- cost \$48; 3) two dead azaleas at 109; 4) dead bush in front of 116; and 5) 1-2 pines behind 125. Kahn will check on the last to see if the resident's insurance will cover that cost. The total will be around \$700. Simpson wanted to add to the list bushes next to the wall on the side of the Bretts'. For 1994, Frady's only recommendation is that the two large silver maples need almost constant (every 2-3 years) attention. Other than that, normal maintenance is required.

President Magness passed out a sheet entitled "Landscaping and Grounds Program" (see Secretary's files for this date) that memorialized the Board's discussions at the last meeting concerning how it wanted to handle these issues: by dividing them into four separate contracts. Frady was asked for his input. He said hedge trimming was very important and added that the only one of the four areas that had given him trouble was snow removal.

Magness said that Majors, Mark Kelliher, J. Brett, W. Zitsmann and J. Bond had agreed to sit on a newly refurbished Grounds Committee to manage these contracts. Frady said he saw no problem with this development and offered his services to the Committee as an adviser on tree and landscaping matters. The Board expressed its appreciation for that offer. He also expressed his desire to continue the existing landscaping/mowing arrangement until the end of calendar year 1993. This was acceptable to the Board. The Board expressed its appreciation to Mr. Frady for everything that he and Aubrey Brickler had done over the past 13-14 years to make Tollgate look so good.

This portion of the meeting closed by Frady saying he thought this was the right step to be taken at this time given his age and physical condition and offered his help as long as he is able, including advising on the detail of the specifications for the bidding package and in helping to evaluate the contracts. He said the Association had to be very careful in this whole process given the nature of the business today. He was worried about the impact on Tollgate's appearance if the wrong firms were chosen.

At 8:30 p.m. the Board recessed and reconvened at Pres. Magness' home. The minutes of the August 17, 1993, Board meeting were reviewed and approved. Treasurer Regan discussed the options of establishing a reserve account. Knight moved to establish a \$5,000 reserve account and, after researching the tax laws for nonprofit organizations, for Regan to make appropriate recommendations to the Board at its next meeting concerning possible periodic investments. The motion was seconded and approved unanimously. Regan handed

out a Treasurer's Report in the form of a mid-year review (see file). His projections are that there is the possibility of a \$1545.60 shortfall of spending over 1993 revenues of approximately \$18,010.

Pres. Magness reported on his discussions with the attorney on possible changes to the Association by-laws. The attorney thought all that was necessary was a spot amendment costing 3-4 hours. Knight made a motion, which was seconded and passed, to authorize the President to ask the attorney to research and recommend to the Board what, if any, spot amendments to the by-laws were necessary by December 31, 1993.

Pres. Magness then reported on the maintenance of absent-owner properties, of which there are two. He suggested that he should write a letter to the absent owner/rental agents about their responsibility to maintain the properties in question, especially the back yards and gutters. Regan will draft such a letter.

Pres. Magness updated the Board on the lamppost situation. He checked out a fiberglass post at the Home Depot store, and recommended the Board not pursue it since it is very plain. Dale Lumber had fiberglass posts, but they looked cheap, too. One employee there thought that Dale had supplied the original posts and suggested Magness bring in one of the existing ones to see if Dale could attach a one-foot redwood bottom which would be a cheaper alternative. After discussion it was agreed that Magness would take to Dale Lumber the post in front of his home and the one missing the cross bar in front of the Beyers' to have the redwood bottom attached to both and replace the cross bar. The Board will then revisit the issue at its next meeting.

Lastly, the President brought up the issue of the storage of the green recycling containers. One resident near the entrance to Tollgate insisted on keeping the green box in the front bushes and neighbors had complained. Three general reminders had been sent to residents pointing out that this was against Association rules, but in this case it had been ignored. Simpson moved that Magness write a letter to this resident pointing out the rule and requesting compliance.

The meeting adjourned at 9:55 p.m.