

Rookwood Gardens Board Meeting Minutes, Nov 2020

Date: November 2, 2020

Location: Zoom

Time: 7:00pm Central

Present:

Maryam Kazemzadeh-Atoufi, Board Secretary

David Walker, Board Treasurer

Lauren Lopez, Board Member

Annie Kuhlman, Board Member

Aida Kovacevic, Cagan

Bill Kalinowski, AJ Building and Grounds

Residents: Rachel Klapper, Jim Lord, Cameron Barrie

Agenda:

Call to order: 7:04pm

Approval of prior meeting minutes (October 2020)

The minutes of the previous meeting were approved by Lauren, David, Annie, and Maryam.

Manager's Report

- Account balances as of 10/31/2020:
 - Operating \$121,123.45 / Reserve Combined: \$360,069.70
 - **Aida to send the final values to David so he can close out the fiscal year.**
- Project updates
 - Structural engineer bids for roof RFP - *In process*
 - Hicks Architectural Group was selected as the consultant for the roof replacement project. The following is an outline of their next steps:
 - Bid documents have been prepared and solicitation of bids has begun.
 - **Board to review bids and make final decision by January 2021.**
 - Timeline for roof replacement is Spring 2021.
 - Garage Wood Painting - In Process
 - Darcey has completed the patching of all gaping areas and painted the exposed wood at the garages.
 - Rear Stairs Washing - completed.
 - Aqua Pro was out in October and completed the stair washing.

- **Board to pass this suggestion onto Paul who is in charge of our garden area.**
- Comcast
 - Unanimous board approval to move forward with the comcast proposal.
 - **Aida to find out the date the service will begin.**
 - **Aida to get the contract and have Jordan review it before signing.**
 - **Aida to include detailed information in the annual meeting.**
- Water damage outside of S1 on common area walls
 - This is leftover from the fire and will be addressed when the repairs for S2 and S1 from the leak in S3 begin.
- Website down
 - **Maryam to work on getting the website back up.**
- Garages
 - **Board to officially write a rule that when a more desirable garage opens up, it will first be offered to other garage owners.**
- Spike/nail
 - **Bill to remove this hazard.**

Next meeting: Annual Meeting on Dec 8th at 7pm

Adjournment:

Action Items bolded in the minutes.

Meeting minutes submitted by: Maryam Kazemzadeh-Atoufi

Meeting minutes approved by: