

**DOMINION PATIO HOMES ASSOCIATION NO. 1-A
BOARD OF DIRECTORS MEETING MINUTES
FOR OCTOBER 1, 2003**

The following members of the Board of Directors were present:

Terry Sopko
Preston Marks
Krystyna Patyk-Ryback
Ron Ranieri
Dave Griffin

All board members being present, a quorum was declared.

The following additional members were present:

Julie Zankovich
Scott Ryback
Anne and Fred Latzke
Price Sowers
Anne Sopko
Barbara Marks
Tom and Jean Stapleton
Jon Demaine

Also present was Angel Runnion of Williamson Management.

AGENDA:

Dave Griffin moved to adopt the Agenda. Terry Sopko seconded the motion. The motion was unanimously adopted.

ELECTIONS TO THE BOARD OF DIRECTORS:

Terry Sopko moved to recess the meeting until after the member meeting for election of directors. The new board to take office after the adjournment of this meeting. The motion was seconded by Dave Griffin and unanimously adopted.

MINUTES:

The minutes for the August 6, 2003 Board of Directors meeting were reviewed. Terry Sopko moved to approve the August 6, 2003 Board of Directors Meeting Minutes. Krystyna Patyk-Ryback seconded the motion and the motion unanimously passed.

TREASURERS REPORT:

Krystyna Patyk-Ryback submitted the treasurer's report for the period June 1, 2003 to August 31, 2003. Dave Griffin moved to approve the report. Terry Sopko seconded the motion and the motion unanimously passed.

Krystyna Patyk-Ryback submitted the treasurer's report for the period January 1, 2003 to May 31, 2003. Terry Sopko moved to approve the report. Ron Ranieri seconded the motion and the motion unanimously passed.

PRESIDENT, MANAGEMENT REPORTS AND HOMEOWNERS COMMENTS:

Painting – A discussion took place concerning the painting of the units. Members suggested that the color scheme for the units remain the same. Terry Sopko moved to keep the same color scheme for the units when the units were painted. Dave Griffin seconded the motion and motion unanimously passed.

Painting and Wood Replacement and Repair -The Board reviewed the bids submitted for painting and wood replacement which had been secured by the management company. Harbo Construction withdrew its bid. After reviewing the bids, the Board of Directors favored the bid submitted by American Decorating.

Preston Marks moved that the bid of American Decorating in the total amount of \$59,502.00 for wood replacement \$34,274.00, metal cap painting \$1,596 and exterior painting \$23,630.00 and painting completed on metal caps requested by the Board of Directors be accepted. Further the painting would begin on or about May 1, 2004. Further, the contract would not be signed until after the Association was incorporated and a special assessment passed. Terry Sopko seconded the motion and the motion unanimously passed.

The Board discussed the likelihood that additional work on the metal caps and rotted wood may be needed. The Board will have to approve the additional work as an extra when more is known.

Discussion took place that a special assessment to complete the painting and wood replacement and repair. Terry Sopko moved that Angel Runnion calculate the special assessment for each unit, recommend a method of payment and set forth the procedures for adopting the special assessment. Ron Ranieri seconded the motion and the motion unanimously passed.

Incorporation – Dave Griffin reported that the Dominion Patio Homes Association No. 1-A, a not-for-profit corporation, was dissolved by the Secretary of State in 1987 for failure to file an annual report. Attorney, David Freeman who had provided advice to the Board of Directors at the July 9, 2003 meeting, had been contacted by Dave Griffin to determine the cost of incorporation. The price was estimated at \$500.00.

Dave Griffin moved that the Association reincorporate as a not-for-profit corporation using the name Dominion Patio Homes Association No. 1-A. Further that David Freeman be retained to do incorporation at a cost of approximately \$500.00. Terry Sopko seconded the motion and the motion passed unanimously.

Unit owner improvements – A discussion took place concerning the responsibility for improvements to units made by unit owners. The Association needs to take steps to enforce the requirements that the Board of Directors must approve improvements being made to the common elements by unit owners. Without authorizing the improvements that unit owners have made without approval, it was agreed that any unit owner who has made an improvement such as a patio or deck, etc. is responsible for the maintenance and repair of the improvement. The Association is not responsible to maintain those improvements. This action was not meant to approve improvements that may have been made without authorization of the Board of Directors.

Web Site – Price Sowers discussed the creation of a Web Site for the various condominium associations in the Dominions including our Association. He set forth recommendations and solicited comments from members. The Board of Directors and members present thought it was a great idea. Price Sowers indicated for \$70.00 a year for the first year, the Web Site could secure two names he put forth.

Terry Sopko moved that Price Sowers be authorized to create a Web Site for our Association and any other Dominion Associations who are willing to join and that Price Sowers be given \$70.00 by the Association to pay for the names he put forth at the meeting. Further the Association would pay the yearly fee to maintain the names subject to review. Dave Griffin seconded the motion and the motion passed unanimously.

Speed bumps and 20 mile an hour signs-The Board of Directors recommended that the Road Association be notified that our Association recommends and request the installation of speed bumps at each stop sign and at each street corner on the private street. The Association would recommend asphalt speed bumps and not plastic speed bumps.

The Board of Directors recommended the Road Association be notified that our Association is not in favor of installing further 20 mile per hour signs.

Preston Marks moved that the Road Association be notified that our Association recommends and requests that asphalt speed bumps be installed at each stop sign and at each corner of the private drive. Further that our Association does not approve the installation of additional 20 mile per hour signs on the private drive. Dave Griffin seconded the motion and the motion passed unanimously.

AJOURNMENT:

Terry Sopko moved to adjourn the meeting. Dave Griffin seconded the motion. The motion was unanimously approved.

Dave Griffin, Secretary