

# Stepping Stone Condominium Association

## Board Meeting

March 18, 2013

6:00p.m.

The regular meeting of the Stepping Stone Condominium Association (SSCA) Board of Directors was called to order by President Carol Coffey at 6:00 p.m. on March 18, 2013. The meeting was held in the Association clubhouse.

Carol Coffey—President

Cliff Watson—Treasurer

Edrice N. Johnson—Secretary

Judy Morgan—Board Member

Tim Brown—Favour Group Representative

Evan Helmeid—Vice President (prior notification of absence)

The meeting opened with a discussion of concerns about the current carpet installation: cleanup, rusty bullnose, discarded tacks, staples and blades, and jagged unfinished edges. Mr. Brown will double check finished work before the contracted worker and the contracted entity Mitchell's Flooring is given permission to continue with the next three buildings. The Board will not pay any additional money until the current work is up to the agreed upon standard and approved by the SSCA Board via the property management representative(s).

### Approval of Minutes

The minutes from the previous January meeting were approved unanimously without correction.

### Reports

Mr. Watson reported that the SSCA 2012 taxes were filed without issue.

Building 9- Unit theft concern: (David)The Cagle's UPS packages are being stolen or opened repeatedly by unknown parties.

Water Leaks: Both buildings 2 (2J and the unit below) and 7(J) have had water leak issues. All repairs are to be resolved between unit owners and their insurance companies. Records of all similar issues and concerns must be maintained by the management company to ensure against future SSCA liability. The Board discussed once again the need to maintain unit keys in the office for emergency entrance. The Board consensus is still no, against the holding of individual unit keys.

President Coffey presented a U.S. flag display policy for Board discussion. Members were asked to review and edit with responses.

Parking Lot Resurfacing: Resurfacing of all parking lot spaces is set to begin once the weather dries and the temperature is consistently above 40 degrees.

Pool Repair and Startup: Jerome Stanley has submitted a bid to clean and repaint the pool. The pool must be at a constant ground temperature of above 70 degrees for one week in order to begin. Mr. Stanley will use a combination pressure and acid washing for cleaning, no sandblasting. Draining, refilling, pressure washing, and painting will begin the end of April.

Utility Cover Doors: The Board requested a specific bid from Marlow Christian to cover materials and labor for the repair of all Utility box cover doors.

Salt Water pool conversion: The Board is considering the conversion of the current chlorinated pool to salt water. Mrs. Morgan's son has had a saltwater pool for several years. The Board is considering have him or other parties with experience in this area address the Board. Mr. Watson has found a conversion kit for about \$2200. It does not specify pool size.

Mrs. (Lt. Colonel) Ortiz presented herself in a threatening and untoward manner to Mr. Brown and the young ladies of the management staff over the flag flying issue.

Clubhouse Rental: The key coding system has the capability to code a particular CAC card for the specified time of the rental when the reservation deposit is confirmed. This will prevent the need to issue keys or schedule personnel to grant access to the Clubhouse.

## **New Business**

### **Treasurer's Report:**

Mr. Watson reported the balance in SSCA checking as \$38597.50

A Comcast salesperson again presented (via correspondence) a licensing agreement for service provision in order to contract the exclusive marketing rights and exclusive rights and use of the wiring of the SSCA property.

### *Pet Cleanup and Registration:*

(Action Item--Johnson) Ms. Johnson will create a list of signs and get them to President Coffey for production.

There being no further business, the meeting was adjourned at 7:06 p.m.

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Edrice N. Johnson  
Secretary

Approved \_\_\_/\_\_\_/\_\_\_\_\_