

# **Ballantrae Condominium Association Board of Directors Meeting**

**DATE:** August 17, 2022    **TIME:** 6:30 pm.  
**LOCATION:** Gulf Gate Library, Meeting Room A

**Board Members Present:** David Dicke, Drew Lowther, Michel Glower. Quorum established.

**Attendees:** Mike Miller, Manager; 15 Residents.

**Call to Order:** The meeting was called to order by David Dicke at 6:30 p.m. Roll Call: Three board members present (David, Drew, and Michel).

We also have two new board members coming aboard and we'll get to that later.

**Approval of Minutes:** David asked to approve June 15 minutes; a question was asked about some inconsistencies in those minutes. It was agreed that the meeting record would be reviewed and the minutes revised appropriately and brought back for approval.

Discussion arose about the accessibility of the website. Michel reported that there is a work around right now, and the website administrator has been contacted.

David requested a motion to approve the amended May 18<sup>th</sup> minutes. Michel moved and Drew seconded. Passed 3-0.

## **Appointments to the Board**

David reported that two new members are joining the Board. Ken Rowland will assume the spot held by Pat Boustedt, who has resigned due to health issues. Maria Gwillim will fill the spot held by Delila Pierce, who resigned due to health issues. Ken will act as board secretary and Maria as member at large. Drew made a motion to approve both. Michel seconded, passed 3-0.

(Sadly, we learned that Delila passed away in early August. She will be fondly remembered and missed by all who knew and worked with her.)

## **Reports of Officers and Committees**

### **President**

David Dicke reported there was no quorum for the July meeting due to a scheduled vacation and the resignation of two Board members, requiring it to be canceled. Received a letter from attorney for resident requiring legal advice on some of the questions. We had received a notice from Wells/Olah terminating their service, and had interviews with three prospective candidates for new attorney. Questions were answered with help from new attorney we selected. Michel most likely moving on, anticipate another Board appointment in September. Result of recent upheaval is

falling behind on architectural review process and clean slate documents. Also coming up is budget development and Board candidate elections so it will be a busy time going forward. David shared the Board's appreciation for the volunteers and candidates for board positions who help make Ballantrae a great place. David urged residents interested in helping to consider getting involved in the upcoming elections.

### **Vice President**

Drew Lowther reported he and the interview committee (Kathleen Stroebel and Lilian Curry) interviewed a couple who are local residents moving here and should be a great addition to our community. There are three more new resident interviews scheduled in the next 3-4 weeks.

### **Secretary**

No report at this time. Will review June 15 minutes and revise if needed.

### **Treasurer**

Michel Glower reminded everyone that monthly financials are posted on the web and financials are out there for July. (Until the website is fully functional, click on advanced and accept terms to access.) We are over budget for legal & accounting, but starting to catch up. For landscaping, we are on track with the budget for routine tree trimming. The need to remove recently discovered diseased trees may impact some other budget items. Continuing under budget on buildings, YTD \$11,331. Driveway and sidewalk repairs approximately \$4400 out of scheduled reserve funds. Continuing to spend carefully and budget prospects looking good at this time.

In response to a resident's question, Michel reported that the report by accounting firm Drew-Isaac was somewhat late. Mike Miller reported it is not unusual, and he expects the report will be forthcoming.

### **Buildings**

Gordy Shonka reported that one driveway which was damaged badly by tree roots had been broken up and concrete repoured in that section. A walkway was replaced in another unit. We will look into other resident concerns currently on our agenda. If you have concerns about your building condition we will respond while working within budgetary constraints.

There are repairs or replacement necessary for the barricade columns at the entry gate. David suggested he and Gordy review a bid received to fix the problem, which would most likely wait until early next year.

A question arose on the driveway repair schedule. David answered that there is some reserve budget left this year, and based on the chart Gordy had developed rating driveway issues 1 to 4, some driveways should be able to be repaired this year. Others will be scheduled based on the severity of the issues. Gordy has received a repair quote based on square footage from Cash Jacobs so it will be easier to schedule per budget.

Another resident asked for help with a barrier to prevent contractors from driving over her curb as they navigate the turnaround at the end of the cul-de-sac. Ideas were shared and Gordy said he would evaluate the situation.

### **Grounds**

Linwood Dunn submitted an email which went to the Board and Miller Management,

and served as a July Grounds report. It will be included with this month's meeting minutes.

Lin reported this year's budget for trees is \$6000. In June, a huge tree fell and in the clean up process we found we have ganoderma fungus, which damages root systems. He consulted with 3 arborists and walked the grounds with them. The consensus of all is that damaged trees should be removed along with the fungus. The removal site should not be replanted for 6 months to ensure the fungus is gone.

To ensure palm tree trimming only what is not already covered under landscaping contract, Lane fabricated a 14 foot pole. Trees over that height were marked with a red ribbon/tape so the company could see which trees they should trim. This cut the number we paid for from 207 to 100. As the work was delayed for other tree removal, and trees grow in spring, the final number of palms to trim was 125. The savings offset \$1700 of the \$2375 spent for removing the tree felled in June's storm.

During the trim evaluation, more ganoderma was found, and we need \$885 to trim or remove more trees to eradicate as much as possible, and for replanting. Next year's budget should be on track for a normal tree schedule.

After a question about leftover palm husks on the palms, Lin explained the debooting process and said those would be shaped better in next year's schedule.

Drew praised the committee's work and commented that Lane's 14 foot pole idea was "ingenious".

## **Rules and Regulations**

A unit owner was contacted after a report of an open garage door for several days. The owner has previously been contacted about trash and recycling left out, and parking violations. The co-owner made a commitment to ensure they follow the rules on parking, barrels and garage doors. It was decided to add this incident to the unit files for future reference if necessary.

Due to appointment to the board, Ken will be stepping down as chair of the committee. We are looking for a volunteer to work with David Grigg, who is a part time resident.

## **Unfinished Business**

Good news, there is finally a schedule to repair the foundation and floor of 7451 Carnoustie. Within a month or so, pilings are to be placed to raise the foundation, and then a poly compound injected to effect the repair raising the sunken portion. After that, estimates can be made to repair any damage remaining to the walls and ceiling.

## **New Business**

Dave asked for a motion to allocate \$885 to complete tree work as requested by Grounds committee. Drew moved and Ken seconded, motion passed 5-0.

We received a proposal from Solitude Lake Management to maintain our ponds and the Elligraw. They are a large company with nice website. They seem to have greater capability to do what we need. The cost is similar to our current pond management contract. We will do some further research into the issue after hearing they had some problems fulfilling a contract with another condominium complex.

Following our interviews with prospective attorneys, we have hired Dan Lobeck of Lobeck & Hanson. He is a Condo law specialist, and represented Ballantrae in the past. The feeling is he will be a good fit for our community. Michel moved to affirm the hiring of Dan Lobeck to represent Ballantrae, Drew seconded. Discussion ensued

regarding the reason for hiring and cost (\$335 per hr). Motion passed 5-0.

**Adjournment:** Drew moved and Michel seconded. Motion passed 5–0.

The meeting was adjourned at 7:40 p.m.

**Reminder:** The next Board meeting will be held on **September 21<sup>st</sup> at 4:00 PM**, at Gulf Gate Library, Conference Room A

Respectfully submitted,

Ken Rowland, Secretary

Date: August 27, 2022

**Attached is the Grounds Report, 07-28-2022**

Ballantrae residents,

Since we didn't have a Board meeting this month I thought it would be helpful to send an email with a quick update for the summer.

At June's Board meeting, we approved one of the three bids we received for the palm trimming. Troyer's Tree Service was the winning bid and we sent the signed proposal back to them on June 16th. They immediately put us on the books for the first week of August, weather permitting.

Initially, we did have a few week delay on getting this scheduled due to the storm we had which uprooted a few of our trees and the ganoderma infestation that we had to resolve immediately. We did discuss this in the last newsletter and Board meeting.

So mark your calendars for next week's palm trimming. Also, you will see Maurice and I walking the property and tagging the Palms over 14' so that we don't pay for Palms that are part of our contract with BrightView.

Just as a reminder, the previous board didn't trim the Palms at all in 2021 and in 2020 they trimmed them the same week that Lane was supposed to wrap them for the holidays, putting Lane under a lot of pressure. We are trying to prevent the same issue happening again by having the palms trimmed this August.

Royal Birkdale residents will see Lane removing the old and dead plantings around your villas. The first round of plants have been purchased and Lane will start the planting process this week so that we can take advantage of all this rain.

We hope everyone is pleased with our progress. We are doing our best to address everyone's concerns. We even cut back a 25 year old philodendron because a resident discovered that it blocked one of their three outdoor spickets.

So don't hesitate to let your grounds committee know if you need anything. Let's give Jacquie Eubanks from the grounds committee a big thanks and fond farewell as she has her villa under contract and will be leaving Ballantrae soon.

Thank you Jacquie for your service to Ballantrae and I hope someone will volunteer to help me with the grounds committee in the near future.

My best,

Lin

