

**Masters at Deacon's Walk Board Meeting**  
**October 25, 2017**  
**After Annual Association Meeting**

Present: Bob Kaufenberg (President), Tom MacGibbon (Secretary), Carri Johnson (Treasurer), Rosanne Miller (Treasurer-elect)

### **Windows**

The replacement company was referred by Gorham.

Re: status of scope

The 2<sup>nd</sup> scope was amendments (additional, not comprehensive). When scope 1 and scope 2 are added together, the window cost is 35% higher.

The 3<sup>rd</sup> scope was additional supplemental and included interior damage.

When new scopes are sent, Carri Johnson would like Excel format (exported from Exactamate). She can use pivot tables and combine scopes into one spreadsheet. Currently, the format is PDF.

Optional companies to do window replacement:

- Maverick as back up
- Restore 24, is a higher choice. It is in discovery now.
- Recommendation of Ralph Kloiber will be vetted by board.
  - Schedule work needed and dates
  - Plan B if windows won't be in by bad weather
- Randy Z, a contractor from Cedar

### **Communication from Cedar Management**

A policy needs to be in place for a response in 24 hours.

Bob wants a weekly compilation:

- Questions asked of Cedar Management
- Cedar's response
- Copy of response sent to Board
- If posed questions don't apply to Cedar, let the Board know so it can run interference
- Address questions in weekly letter
- On Mondays, provide an outline of the week's update, noted by address and names

### **Insurance**

MADWA's governing documents state the Master association must have insurance policy to ensure quality.

### **Garage doors**

Paint color has been solved.

For any home, perimeter seals of both garage doors are to match.

For any home with (even a partial) garage door repair, both garage doors will be painted.

Ongoing: each year garage doors of 5 homes will be painted with new color.

### **Project status**

The Allstar sign will be removed.

Allstar will finish current work of garage doors.

Allstar will do fascia.

Then, until we get a supplement, Allstar will be on hold.

### **Research of homeowner management companies**

Rosanne will compile list of companies that manage associations.

If a survey is done, information sought would include:

- How long association has been client of this management company?
- What are its strengths?
- What are its weaknesses?
- How large is its staff?
- What 1 area does it need to improve?
- What 1 area does association like best about it?
- Association data: size, household budget, number of buildings, number of units

Minutes approved April 30, 2018