

**Villas de Golf Association, Inc.**  
**Board of Directors Meeting**  
**Unapproved Regular Meeting Minutes**  
**December 8, 2020 Via Zoom**

**Call to Order:** The meeting was called to order at 7:09 pm.

**Proof of Notice:** Resource Property Manager LeChelle Sarton confirmed that a meeting notice had been posted in accordance with the Association By-Laws

**Roll Call:** Calling of the roll was dispensed with. Mr. Shafer, President certified that all Board members are logged onto the meeting via Zoom..

17-20 Owners in attendance

**Reading and Approval of Minutes of Prior Meetings**

The Board of Directors Meeting minutes of March 8, 2020 were presented. Mr. Boak made a motion to accept the minutes as presented. Mr. Evans seconded the motion. The motion passed unanimously.

**Treasurer's Report-**Ms. Boak provided a status update of the VDG financials. The Financial report for the end of October is posted on the website and on the clubhouse bulletin board. The final November report was not released at the time of the Dec. meeting. Ms. Boak reviewed several aspects of the report. Ms. Boak made a motion to accept the October Financial report as written. Mr. Drasin seconded the motion. The motion passed unanimously.

**Committee Report: Events.** Mr. Shafer read read the report from Cheryl Korosa that, due to Covid 19, all events were cancelled through the end of 2020. Sign up for Take-out dinners on Christmas is by December 12<sup>th</sup>.

**Officer's Reports**

- a) Mr. Shafer made a motion to transfer the interest money into the Reserves. Ms. Boak seconded the motion. The motion passed unanimously.
- b) Mr. Drasin made a motion to accept the 2021 Budget as proposed. The motion was seconded by Ms. Boak. The floor was opened to questions. There being no question, the motion passed unanimously.

**Roof Discussion-**Mr. Shafer turned the floor over to Mr. King for an update and discussion regarding roofing. Mr. King initiated the discussion with a call to the Owners that we will need to reach a decision, in the near future, as to when and how to replace the roofs. There are two parts to the project: the flat portion of the roofs and the shingled mansards.

Currently the board is responding to the need to repair the existing roofs to alleviate the leakage into top floor units. . This past year, the Association has spent \$40,000 repairing roofs throughout the complex.

Accepting that the roofs need to be replaced, there are multiple issues that need to be resolve.

- How, what and when the current coal tar roofs should be replaced?
- What technology to invest in for the longevity of the roofs?
- 10-year vs 20 year warranty?
- How the project will proceed?
- How will the Association pay for the project?
- Recommendation to hire a professional engineer to oversee the project

Questions raised from the Board...

Is this a 2-3 year project or a one year project?

A lot depends on the whether Owners are more receptive to a special assessment, a loan or higher Association payments. Currently we are identifying qualified roofers to obtain estimates. Hope to have better numbers and names in January

Does Resource Property Management have several roofers to contact?

There are multiple companies; but the industry is highly involved in new construction. We will work with the best that they can offer.

We are currently investigating estimates for changing the contour of the roofs; to force the water off of the flat roof surface. Currently there are sometimes several inches of standing water following a rain event. This system would provide an additional advantage of providing ancillary insulation, and this type of roofing is white and would reflect the heat more effectively. Going in this direction would reduce the risk of water penetration into the top floor units.

The Board recommends that a professional engineer be hired to oversee the project and finalize the Scope of Work. Currently Tarheel is providing an essential Scope of Work for the entire project.

General comments:

- Potential would be to reduce insurance rates, as more insurance companies may be willing to compete for the business.
- Not able to do all roofs in one year; expensive. To replace flat roofs and mansards roughly 2 million
- All roofs have been worked on over the past year; Buildings 4 and 6 more so on a regular basis.
- All roofs have had some maintenance over the summer of 2020
- Replacing the roofs will not effect out wind mitigation status

Questions from Owners

Will the professional engineer determine the final decision?

The engineer will finalize the Scope of Work, developed as a blueprint by Tarheel, and oversee the project from start to finish.

The engineer will also consult with VDG Board in assessing all bids for the project.

The engineer will formalize the scope of work and make recommendations on the selection of a roofer

Why don't we do a 2-year project; or on the other hand a 5-year project.?

We are looking to complete the project within a reasonable amount of time, as well as what is most cost effective for the community.

Why are we relying on Tarheel for the initial Scope of Work?

Tarheel has been working on our roofs for the past few years and have identified multiple areas for repair. We will take their input as well as the Engineer to develop a final Scope of Work.

The roofing project is a huge undertaking. The Board is attempting to take sound steps as to how we need to proceed. Our next steps will be to finalize SOW, obtain bids and determine timing for the project.

Important to the Board is to keep the community informed and involved. We encourage Owners to attend our meetings The January meeting is scheduled for January 19 at 3:00 pm. Unless things change, it will be via Zoom on your computer or smart phone.

There being no further business, a motion was made by Mr. Drasin to adjourn the meeting. The motion was seconded by Mr. Evans. Motion approved unanimously. The meeting adjourned at 8:06 pm.

Respectfully submitted: Bernadette Moriarty, Secretary