

COLUMBIA SQUARE MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 20, 2011

AGENDA

REFER TO
PAGE NO.

- I. CALL TO ORDER – 6:00 P.M.
- II. MOTION TO ACCEPT AGENDA AS PUBLISHED
- III. OPEN FORUM – MEMBERS
- IV. MANAGEMENT REPORTS
 - A. ADMINISTRATIVE
 - 1. **Board Action: Approve the Minutes from the September 15, 2011 Board of Directors meeting.** 1-3
 - 2. Action items and responses generated form September 15, 2011, Board of Directors Meeting. 4
 - 3. **Board Action: Consider competitive quotation for earthquake insurance.** 5-6
 - 4. 53 Exeter – insurance claim information. 7-17
 - 5. Southern California Edison Notification – Electric meters. 18-23
 - B. FINANCIAL
 - 1. **Board Action: Approve Financial Material for the period ending September 30, 2011, subject to audit review.** 24-48
 - 2. **Board Action: Determine investment options**
 - a) Sunwest Bank Deposit Interest Rates 49
 - C. FACILITIES
 - 1. **Board Action: Review proposals for annual roof maintenance from the following roofing firms:**
 - a) Fontaine & Associates 50-56
 - b) Antis Roofing 57-58
 - c) Montross Weatherproofing H/C
 - 2. **Board Action: Review proposals for roof overlay (by phase) from the following roofing firms:**
 - a) Fontaine & Associates 59-68
 - b) Antis Roofing 69-95
 - c) Montross Weatherproofing H/C
 - 3. **Board Action: Review proposal submitted by International Paving Services for removal and replacement of 3' wide concrete flowline.** 96

4. **Board Action: Review proposal submitted by JCS Construction for patio gate repair at 7 Exeter.** 97
 5. Account Note Report for the period September 1, 2011, through September 30, 2011. 98-104
 6. Summary Work Order Report for the period September 1, 2011, through September 30, 2011. 105-106
 7. Architectural Control Log dated 2011. 107-109
 8. Waste Management communication. 110
- D. **LANDSCAPE**
1. **Board Action: Review the following proposals submitted by Ultimate Landscape:**
 - a) **Replacement of existing aged wheeler plants (#09056)** 111-112
 - b) **Replace irrigation controller to smart controller (#09189)** 113-114
 - c) **Remove & replace plants at 28 Exeter (#09152)** 115-116
- E. **ARCHITECTURAL**
1. 47 Oxford – air conditioning unit. 117-123

VI. **ADJOURN TO EXECUTIVE SESSION**

An Executive Session Board of Directors meeting, if necessary, will be held following the adjournment of the Regular Board of Directors meeting to discuss potential litigation, member disciplinary action and/or contract negotiations.