

COLUMBIA SQUARE MAINTENANCE ASSOCIATION
 BOARD OF DIRECTORS MEETING
 SEPTEMBER 23, 2010
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. **GUEST SPEAKER – NONE**
- V. **MANAGEMENT REPORTS**
 - A. **ADMINISTRATIVE:**
 - 1. **Board Action: Approve the Minutes from the August 26, 2010 Board of Directors meeting.** 1-4
 - 2. The Action Items & Responses from the August 26, 2010 Board of Directors meeting. 5
 - 3. **Board Review: State Farm Insurance premium adjustment.** 6-7
 - B. **FINANCIAL:**
 - 1. **Board Action: Approve Financial Materials for the periods ending August 31, 2010, subject to audit review.** 8-62
 - 2. **Board Action: Approve recommendation from Morgan Stanley/Smith Barney regarding purchasing new CD.** 63-64
 - 3. Action Item Completed: Correspondence to the homeowner regarding request to waive late fees. 65
 - C. **FACILITIES:**
 - 1. **Board Action: Ratify**
 - **Approved proposal from JCS Construction, 55 Exeter** 66
 - **Approved proposal from JCS Construction, 45 Exeter** 67
 - **Approved proposal from Fontaine Weatherproofing for roof repairs at 45 Exeter.** 68-85
 - 2. **Board Action: Sign contract with Sunset Property Services for hauling, sweeping services and pressure washing.** 86-99
 - 3. Action Items Completed:
 - Contract termination letter sent to Charlie’s Hauling. Checks for the outstanding invoices included. 100-102
 - Correspondence with Sunset Property Services regarding scheduling their hauling services per the approved by the Board contract. 103-105
 - 4. Correspondence from the homeowner regarding roof and carport storage locks. 106-110

5. **Board Action: Review correspondence from the homeowner and approve \$200 reimbursement for rodent exterminating services, account #00103-6034.** 111-117
 6. Phone Log for period August 15, 2010 – September 15, 2010. 118-140
 7. Summary Work Order Report for the period August 15, 2010 – September 15, 2010. 141-142
- D. LANDSCAPE:**
1. **Board Action: Approve proposals from Ultimate Landscape:**
 - To change grass area, \$990.00 143-144
 - To repair stuck valves, not to exceed \$700.00 145-146
 2. **Board Action: Ratify approved proposal form TreeCo Arborist for the additional work for the community reforestation program, \$1,995.00.** 147-149
 3. **Board Review: Communication form the homeowner, account#00103-7563.** 150
 4. IRWD Landscape Water Management Performance Report, August 2010. 151
- E. ARCHITECTURAL & CC&R's**
1. **Board Action: Approve draft of the revised rules.** ---
 2. Architectural Control Report 01/01/2010 – 09/15/2010. 152-163
 3. Action Items Completed:
 - Architectural Application contingency letter, account #00115-9183. 164-168
 - Violation letter, account #00103-5877. 169
 - Violation letter mailed per the Board's request, account #00103-6034. Correspondence from a Board member is included. 170-177
 - Architectural Application contingency letter mailed per the Board's request, account #00118-0903. Correspondence from a Board member is included. 178-181
 4. Confirmations of corrections of the architectural letter requests, accounts: 00103-7095, 00103-6098, 00103-5877, 00103-5904, 00103-6602. 182-189

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.