

Westbrooke Condominium Association dba  
**MEADOW CREEK CONDOMINIUMS**

**MINUTES OF REGULAR BOARD MEETING**  
Community Room, 823 Old Settlers Trail, Hopkins  
**Wednesday, October 5, 2011**

**ATTENDING:** Anne Denelsbeck, Enrique Torrano, Doug Harbrecht, Sandy Miller, Pat Olsen, Koleen Saifa-Bonsu, Cecelia Timm, Veronica Virtue, John Ward

**ABSENT:** None

**STAFF (Omega):** Dave Stendal, Ben Fotland, Patty Tomaino

**GUESTS:** 15 Owners

Meeting called to order by President John Ward at 6:05 pm.

Member Concerns

Business meeting commenced at 6:35 pm

**APPROVED** the Agenda.

Motion: Sandy Miller. Second: Pat Olsen. Passed.

**APPROVED** the September 7, 2011 MCC Board Meeting Minutes.

Motion: Anne Denelsbeck. Second: Pat Veronica Virtue. Passed. (E. Torrano abstain)

**Management Report**

The Association had Cash of \$497,563 and Receivables of \$118,778 at the end of September. About \$140,000 payment left on parking lots.

Collection actions

A. Advised to write off as bad debt. Voted in July to suspend collection action.

Motion: John Ward. Second: Veronica Virtue. Passed.

G. Begin collection action

Motion: Anne Denelsbeck. Second: John Ward. Passed.

Enclosures in the Management Report include accounting of all collection actions taken for all member accounts receivable.

**Trash building gates**

Waiting for parts to arrive. Suppliers under contract for prototype gate as approved last month.

**Hail storm claim**

American Family Insurance sent a damage report of about 500 pages, Omega is reviewing. American Family sent a check for about half of their \$1.295 million estimate. Omega will not deposit the check until they have determined if the American Family estimate is appropriate. Omega will walk the property with a contractor to obtain a comparison estimate. Will need an engineer to help develop specs and periodically inspect during the repair. Can install a better barrier to reduce likelihood of ice dam leaks. These costs should be covered by the insurance settlement. Have 2 years from time of damage to have repairs completed.

**Snow removal contract**

Rates will remain the same as last year.

**Rear door replacement**

Ben and John met with several suppliers.

John suggested fiberglass rather than steel. Does not dent, is warmer.

The Trimpac quote for a fiberglass door is \$772/door (including \$42 upcharge for fiberglass and \$75 installation). Dumpster fee and any required permits are additional.

9 lite fiberglass door with grid inside glass.

Heavy duty closer, good Schlage lockset.

Whole exterior is clad.

Painting is extra.

John took the Trimpac rep around to several buildings. A few openings are slightly different size and they would have to accommodate.

9 buildings have sidewalk to rear door.

Northwestern door bid will be higher, waiting for final quote.

The door done last year on 1011 would not quite match, it is steel, but looks the same.

**APPROVED** to replace the 66 remaining doors with the Trimpac fiberglass doors.

\$772.00 per door installed with additional fees for permitting and disposal.

Motion: John Ward. Second: Cecelia Timm. Passed.

**Front door replacement update**

John met with two suppliers regarding the adjustments we talked about last month.

John would like to visit sites where they have done installation.

Approved at the last meeting, waiting for final bids.

Front door painting started today. Started on units on the southwest section of Meadow Creek. Selected 3 colors to match brick colors. Ben inspected some today.

**Rear exit light fixtures.**

Installed a prototype on the back of community room building.  
It is a 70W wallpack installed on 825. The Board took a look at it and thought it may be too bright, could bother neighbors in nearby buildings in some areas of the complex.  
Asked Dave to install a similar 50W light in the area of 816 to compare.

**Replaced 2 water heaters.**

**Irrigation system**

As voted at the last meeting, pursuing an irrigation system design from Irrigation Doctor for approximately \$4,500. This is NOT approval of an irrigation system but will allow costs to be estimated for hydrants to replace the current sillcocks and will be useful in developing the reserve plan. See information in the September meeting

**Replacement window selection**

Dorglass had to order a sample, will try to have it at the meeting next month.

**Potential reserve expenses**

- Front doors
- Rear doors
- Rear door area lighting

Meeting adjourned 7:35 pm

Respectfully submitted,

  
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Doug Harbrecht, Secretary