

**Tower Pointe**  
**Board of Directors Meeting Minutes**  
**March 23, 2017**

Director Attendees: B. Berman, Director  
D. Dick, Director  
F. Duane, Secretary  
R. Timmerman, Treasurer  
D. Wilson, President

Also Present: D. Edenfield  
N. Hoops  
D. Simpson

The meeting was called to order by D. Wilson at 10:00 a.m. A quorum was established and proof of notice given. The minutes of February 23, 2017 were approved.

**I. Managers' Report:**

Moisture Detection service – N. Hoops reported Carlsons Service Company will be here on Wednesday and Thursday to start testing for moisture. Should unit owners want to check if they have any moisture problems, Carlsons will charge a minimal fee of \$35 per unit, if interested contact Nick Hoops to arrange. Unit owners will be billed separately from the Association.

Recyclables – N. Hoops reported on the list of recyclables that can be bagged prior to disposing. A list will be mounted in the trash rooms.

Fire doors – N. Hoops reported that the fire-resistant stairwell \doors are showing problems with the mechanical closures (20) leaking and will be replaced.

N. Hoops reported that unit 802 has started their renovations and so far, things are going smoothly.

**II. Treasurers Report:**

R. Timmerman reported that operating cash at the end of February was \$315,586. The reserve fund cash balance at the end of February was \$600,999. Year to date net income of 17,762.

**III. Building Committee:**

E. Gates reported in addition to what N. Hoops covered, we have scheduled the installation of three new air conditioners. One ten-ton for the Top of the Pointe and two three-ton air conditioners, which includes hiring a crane.

**IV. Finance Committee:**

D. Macarthy reported the Finance Committee met and reviewed the House Committee request for two coffee bar cabinets at the cost of \$2,244 (\$1,122 each suite) for the guest suites and approximately \$8,644 for new furniture for the guest suites.

The budget for the guest suite renovations is \$12,500 for each suite. The TP Finance Committee reported that there is money available for these projects in the reserve funds.

**V. Activity Committee:**

B. Berman stated the Kentucky Derby is the next event.

**VI. House Committee:**

B. Davisson reported the House Committee in addition to the coffee bars and new furniture, the House Committee has sought bids to paint the two suites.

**VII. Landscape Committee:**

The Landscape Committee did not hold a March meeting, but will meet again in April.

**VIII. Tower Trace LLC:**

B. Chambers reported TT LLC held their annual meeting on March 15, 2017 for a recap of 2016. TT LLC and APM met for an insurance presentation with Bouchard Insurance. The TT LLC insurance went down by \$5,000.

B. Chambers reported that an elevator chair lift will be installed at the west end of the clubhouse to be used in the event of a power outage.

B. Chambers reported that work will begin soon on the renovation of the nurses' station in Arbor Glen.

These renovations are made possible by the proceeds from Arbor Trace Realty to TT LLC.

**IX. Old Business:**

Guest suite lottery – D. Wilson reported that the TP Board of Directors have developed rules for the use of the guest suites during the holidays.

**X. New Business:**

Guest suite renovations – A motion was made to approve the House Committees request for the purchase of new furniture, two coffee bars, lamps, etc., for the guest suites at the approximate cost of \$11,388, which was seconded and approved unanimously.

Bulletin Boards – D. Wilson reported that the House Committee is responsible for the monitoring of the bulletin boards and postings must be approved by the House Committee prior to posting.

Being no other business to discuss, the meeting adjourned at 10:40 am.

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F. Duane, Secretary

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Date