

**WILLOW GROVE OF DUBLIN**  
**BOARD MEETING MINUTES**  
**SEPTEMBER 21, 2021**

**Call to Order:** Meeting started at 6:00 p.m. Present were Maxine Bame, Chris Conrad, Susan Montgomery, Michele Croce and Janet Kaplan.

**Presentation by Newman Roofing:** Prior to the Board beginning their annual budget meeting, representatives from Newman Roofing made a presentation and answered questions. Newman was one of four roofing companies interested in submitting a proposal to replace roofs in the community. Newman had requested, and was granted, to physically examine one of the buildings to better determine needs prior to submitting a proposal. They presented the Board with Eagle View reports that determine measurements of each building and also presented a report (with pictures) of what they found upon examination of the roofs on one building. Some of what they found included two layers of shingles in some areas, sufficient granular loss on the shingles which can risk interior damage to condo units, and missing shingles/holes in roofing caused by animals, mostly likely raccoons. Newman addressed potential additional costs as well. This included plywood at \$64.00 a sheet if existing wood is damaged and bath vents to comply with current code at \$150.00 per vent. Newman indicated that pricing will go up again next year but guaranteed their quote if we make a decision by November/December of this year. Their quote includes use of the heaviest shingle on the market.

The Board discussed removing tree branches touching or near condo units in preparation of new roofs to deter wildlife from climbing onto the roofs and destroying shingles to gain entry.

**Call to Order for Annual Budget Meeting:** Budget meeting began at 7:30 p.m.

**Approval of Minutes from Board Meeting Minutes:** Minutes of August 24, 2021 meeting approved.

**Manager's Report:** Balance sheet for financials as of August 31, 2021 were reviewed. Total equity is at \$483,133.06. Current delinquencies in HOA fees totals \$24,266.14. One of those delinquent feels the association owes money to unit owner for drywall work; attorney to respond.

**Officer's Reports:** None.

**Pool:** Pool closed on Monday, September 20, 2021. There definitely appears to be a leak as the water line was marked by one of the skimmers after the auto filler was shut off; water dropped below the marked level rather quickly. A leak detection company is scheduled to come out towards the end of October to determine source of leak at which time next steps will be examined. Additionally, the winter cover for the pool deteriorated and a new one is being purchased this year. The cover must be special ordered to fit the pool to ensure it attaches to existing hardware in cement surround.

As leak detection company not available immediately after the pool closed, pool company will visit three times per week to ensure proper water level and chemicals at a cost of \$126.00 per week. Sandy's Pools began utilizing chlorinated tablets as they indicated they kept receiving

tickets from the Dublin Police when the tanker truck was delivering liquid chlorine. Maxine will check into this to see if Dublin can permit the truck to be parked out on Emerald Parkway while filling chlorine tank.

As the Board was not totally satisfied with performance by Sandy's Pools, Maxine is obtaining quotes from other vendors for consideration.

**Irrigation:** Maxine will contact company to shut down irrigation sometime in October.

**Hedge Landscaping:** Susan and Maxine plan to complete a walk through the community with Matt from Hedge to review work, what is still to be met under the contract, and what wasn't met to address a refund or no charge for some service next year.

**Alum & Arbor:** As paying for all treatments would be too costly at present, Susan will work with Alum & Arbor to complete treatments/prunings that are needed most.

**Concrete:** Joe Ramirez contacted Maxine and indicated he could begin concrete work week of September 27, 2021.

**Chimneys/Stucco:** Work almost completed and Maxine will be informed by company when they can begin work on stucco walls.

**Gutter Cleaning:** The Board asked Maxine to obtain revised bids to include gutter guard removal as well as cleaning.

**Roofs:** A special meeting for all unit owners will be scheduled in early November 2021 to discuss new roofs, cost, and when project should begin.

**Adjournment:** The meeting adjourned at 9:15 p.m.