

PMA Trustee Meeting for Thursday, April 6, 2023

115 Park Meadows Drive at 1:00pm

Marian Glancy, President

Jim Orme, Vice President

Wayne Gulden & Bette Kelley, Treasurer

Connie Johnson-Chapman, Secretary

Transition Items (in order of discussion):

- 1.) The budget for the PMA Landscape Committee will be dictated by the amount of money that Ruth, Mark, Michele and Carolyn will spend on the flowers they will purchase
- 2.) Ask for volunteers for planting/care of mailbox planters located at the end of PMA lanes and either side of entry drive.
- 3.) PM Notes to be issued monthly.
- 4.) Decision to post "resident FYI" minutes on-line, approved. Discussed printing hard copies for/to #250—no computer, or cell phone.
- 5.) PMA Accounts: Wayne reported minimal PMA financial activity. Nothing from Vanguard.
- 6.) Lawn Care/Mowing Contract—Tanner, of Les (see notes from discussion later in meeting.)

Aside: Marian physically observed and photographed swale during recent and very heavy rainstorm. She saw no flooding in the swale—only a consistent flow of water with minimum pooling by #100 and #105. Possible leaf clogging causing some minimal, but not lasting pooling. She recommended that debris, etc. be removed from the swale, and that it is not

necessary to dig out the swale. We would seek the advice from the Criterium Civil Engineer on his visit.

- 7.) The dates for PMA Smoke Detector installation to begin will be "set" by Contractor, Les Gilford.
- 8.) Additional information re: mowing, maintenance and landscaping.
 - a.) Estimate from Tanner: includes strimming and mowing \$300 per week. Also includes mowing the swale.
- 8.) Additional information re: mowing, etc.
 - b.) Estimate from Les Prether: mowing at \$420 every two weeks. However, Les is also adding a proposed cost for PMA Commons maintenance to include mowing, edging, removal of Honeysuckle, pruning and removal of brush. Trustees discussed need for Honeysuckle removal and a request to Les for a more comprehensive/itemized proposal from Les. (Marian to contact Les re: aforementioned.)
- 9.) Siding and Staining projects accomplished and/or to be completed by Purdy Construction and Mat (who works for Purdy Construction:
 - a.) #105: completed
 - b.) #140: completed
 - c.) #135: Xenia Glass to finish new window installation, then siding to be replaced and stained. Chimney siding, etc. to be replaced. (#135 is considering removing her fireplace, thus a possible chimney removal.)
 - d.) #280: Owner reported need for siding/staining repairs.

Trustees discussed whether repairs would be a PMA expense, or the owner's expense. Marian, Wayne and Bette will inspect the site, on Friday (April 7th).

- 10.) AC Services will start cleaning dryer vents on Monday, April 17th. Jim to call AC to confirm AC's schedule and if all dryer vents are to be cleaned. Then notify/confirm service call with specific PMA residents, who may have objections to the dryer vent cleaning.
- 11.) Trustees discussed that in case of "resident conflicts," all complaints need to be in writing.
- 12.) Marian would like Trustees to meet before the 11:00am April 18th Criterium-Liszkay's building inspection engineer begins his PMA site inspection, and after the site inspection is completed. Any comments/questions/concerns can be addressed.
- 13.) Trustees touched on establishing a policy for residents who pass, and next of kin—information for PMA files.

Next Trustees Meeting—Wednesday, April 26th @ 1:00PM.

