



Pittsfield Village Condominium Association
Board of Directors Meeting
Tuesday, March 19, 2024
Minutes

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- Board Members Present: Ellen Johnson, David Brassfield, John Sprentall, Jessica Lehr. Joy Knoblauch (online but left meeting early due to issues with sound).
 - Board Members Absent:
 - Kramer-Triad Management Staff Present: Kendra Zunich, Dave Walke, Tracy Vincent.
 - Community Members Present: Theresa Moore, Brian Rice
 - Community Members Present Virtually: Lisa Lemble, Linda Ross, Dawn Schoelle, Jan Frank
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1. Call to Order

Call to order at 6:06 pm by Ellen Johnson

2. Approve Agenda

- Table Community Parking Lot
- Table Water Mgmt
- Table Board Procedural Policy
- Table Surveillance Policy – John Sprentall will follow through on this.

Motion to accept the agenda as amended was made by John and seconded by David. Motion passes.

3. Open Forum

No residents present.

4. Approve Previous Meeting Minutes from February 28, 2024

B. Dynamic Drains proposal: insert “sanitary sewer service line” to each address in the minutes.

C. 2328 FW “intent” instead of “intend”.

Remove Su Hansen’s report from the February minutes.

Motion to approve as corrected was made by John and seconded by David. Motion passes.

5. Ratify Votes Made via Email -- NONE

6. Committee Reports

Landscape Committee, Theresa Moore

Theresa recapped the meeting notes from March committee meeting.



M&M Committee, Lisa Lemble

March meeting recap: modification requests were reviewed and approved.

Committee continues to review outdoor storage containers.

Go Doc Committee

Meeting held on March 11. Meeting notes on record.

Restrictions on Leasing was a major topic of discussion.

Jessica asked about FHA requirements, particularly how FHA defines units occupied by relatives. Discussion.

7. Kramer-Triad Report

Manager's Report

Kendra recapped her written report.

- \$246,000 sold recently. Highest selling price to date.
- 3 sales so far in 2024
- Slight decrease in off-site owners
- 46 open w/o; 47 closed w/o
- Concrete and chimney work will be bid out after budget is approved.
- Maintenance Maps were updated and will be uploaded to the website.
- February financials will be sent to the BOD later this week after a few re-classes.

8. Unfinished Business

A. Basic Foundations Program: motion made by Jessica to approve was made and seconded by David. Motion passes.

B. Violation Procedure Discussion

- a. David reviewed the template and didn't recommend any changes.
- b. Lisa to draft a notice template for trash enclosure and other violations. Get people used to community standards, a little "softer" than our current courtesy violation letter.
- c. How do we implement and enforce?
- d. Staff does routine patrols during the spring, summer, and fall.
- e. Most reports are complaint driven or by discovery.
- f. Make an announcement at the Annual Meeting about plans to "patrol". We need transparency.
- g. GM violations: concerns with timing. There is a separate GM violation that differs from the standard template. Kendra will connect with Theresa on this.
- h. What happens with gardens NOT on the GM program? Discussion.
- i. Publish the Do Not Plant list regularly during the growing season. The committee is working on updating this document, to include a name change and suggested plants & flowers, and plans.

9. New Business

A. F/Y Budget



- a. We need to approve the fee increase, and then we can include the fee increase/schedule with the Annual Meeting Notice.
 - b. Seasonal Plantings & Corner Bed Maintenance: will be changed to \$13,000.00. this plan will have us finishing the roofing project 2 years earlier than the reserve study states.
 - c. Budget \$42,570.15 from reserves
 - d. Motion to approve the 2024-2025 FY budget with the fee increase of 4.6% was made by Jessica and seconded by John. Motion passes.
- B. Myler and Szczypka Proposal
- a. \$4,380.00 is a slight increase over last year to perform the audit and tax returns.
 - b. Jessica moved to accept the proposal; John seconded. Motion passes.
- C. HomeSpec Proposal for 2387 Jeanne: deck will need to be removed to perform necessary maintenance. Jessica asked if we would monitor this unit after the unit is repaired. Staff confirmed that it is possible to do so. Discussion. David motioned to approve the proposal for \$23,860.95 with support from John. Motion passes.
- D. RTA Proposal for 2328 Fernwood: Motion to accept the proposal which is not to exceed \$1500 was proposed by John and seconded by David. Motion passes.
- E. Superior Proposal for Willow Tree removal proposal: motion to accept the bid for \$3,500 was made by John and seconded by David. Motion passes.
- F. Social Events
- a. Flower Giveaway: May 18
 - b. Pool Party: July 13. DJ Durk Brown will charge \$400.00.

10. Adjourn to Executive Session at 7:45 pm.

11. Next Meeting: April 24, 6:00 pm.



The Sustainability Group – report by Sue Hansen

“It seems like it’s a good idea to fill you in a bit about Pittsfield Village Sustainability Group because more knowledge often leads to better understanding and a better understanding will help us to work together better. It’s not that we have been hiding anything. It is that this group has been developing very organically out of residents’ concerns about environmental sustainability and the recognition that residents need to be involved because the board and committees cannot be expected to do all the work even if they need to make the final decisions on a lot of things. Anyway, the Group has evolved to the point where we were able to put together a mission statement on which we could all agree. There are still some changes in terms of format and some word smithing that needs to happen, but the group unanimously agreed on what is contained in the document and felt fine with me sharing it with you as is. I of course will send it to you when it is updated. So here it is;

“Proposed Pittsfield Village Sustainability Group Mission Statement

“The mission of the Pittsfield Village Sustainability Group is to advocate for and build environmental sustainability into Pittsfield Village’s fabric, as well as the lives of its inhabitants.

“A neighborhood-led and neighborhood focused organization, the Pittsfield Village Sustainability Group advocates for changes that will benefit our neighborhood by adapting to, building resilience to, and mitigating the effects of climate change on our neighborhood as part of a wider effort to protect the rest of the Earth and its inhabitants.

“The Group works to establish environmental sustainability* into the built environment of Pittsfield Village and the lives of its residents by encouraging residents to express their ideas about achieving environmental sustainability and advocating for them to become reality.

“The Group solicits ideas and proposals from all residents in Pittsfield Village and is willing to entertain all ideas pertaining to sustainability, climate change, adaptation, and mitigation within our shared neighborhood. We are invested in enabling and empowering the voices of all residents who may experience difficulty participating in this shared effort. The group will provide a forum for discussion and mutual understanding as we work to build a healthier ecosystem, bring residents together, help them to find resources, and, when necessary, work with residents to enact their ideas into policy via neighborhood governance.

“The Pittsfield Village Sustainability Group is an independent group, working collaboratively with the governing bodies of Pittsfield Village, governmental groups, and non-profit organizations that share our concerns. As a volunteer-run organization, the Group’s support of projects and initiatives is demonstrated through volunteer efforts rather than the Group’s endorsement. While the Group acknowledges the immense scale and dire impacts of climate change on the neighborhood and the world, we believe change begins from the ground up, and will work to support neighborhood-led, grassroots efforts through workspaces, dream space meetings, and celebrations.

“The Pittsfield Village Sustainability Group is open to all residents of Pittsfield Village and has no membership requirements. We gladly welcome all to come and participate!



"I hope that helps you to understand our Group better. We are dedicated to collaboration and are very transparent. You are most welcome to come to any PV Sustainability Group meetings as they are open to all residents. You can also join the PV Sustainability Group's Facebook page, which is now going to have more information about what happened at meetings and any plans we may have. You are also always welcome to contact me. I love to talk with residents and get their perspective and hear their concerns about environmental sustainability. So, really don't hesitate to contact me."

"*Environmental sustainability: is the ability to maintain an ecological balance in our planet's natural environment and conserve natural resources to support the wellbeing of current and future generations"