

**CAMPUS WALK HOMEOWNERS' ASSOCIATION
SPECIAL MEETING
MINUTES**

DATE: April 3, 2012
TIME: 1:00 p.m.
PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order by President, Donna Catalano.

ROLL CALL:

Donna Catalano, President	Larry Grove, Vice President
Cynthia Haines, Secretary	Daniel Bloss, Treasurer
Dick Carter, Member at Large	
Management Representative:	John Price and Debbie Tolton
Nautilus Representatives:	Bill Heller and Cliff Burns, Project Manager

QUORUM: (3)

A quorum was present to conduct a lawful meeting.

BUSINESS:

Bill Heller reviewed the "Summary of Construction Evaluation and Prioritization Study".

- Five roofs are considered beyond repair; with two building requiring maintenance – recoat. However, not very economical – strongly recommend, if funds available, to rebuild all seven building roofs. Will replace all drains which are currently inadequate.
- Product used is TPO which is a "top of the line" product.
- Will be a 6-8 week project to complete. Air conditioning will be down for periods of time.
- Time frame will be end of May to July.
- In response to question – building permits will not be required on this project.
- Confident this reconstruction will cost approximately \$212,000.
- Recommends at the same time as the roof to address the metal mansards (\$8,600) and the electrical concerns (\$520)
- Recommends after roof repair to address the exposed wood (wood paneling and window header fascia).
- Prioritizing repairs, after the roof, next recommend window areas; walkways and then balconies.

A **MOTION** was made to rebuild roofs on all seven buildings. Motion was seconded. Motion passed unanimously.

A **MOTION** was made to contract Nautilus to write specifications and solicit bids for all seven roofs with time frame emphasized for the cost of \$1550. Motion was seconded. Discussion ensued. Motion passed unanimously.

- Bid specification draft to be reviewed by the Board of Directors prior to sending out to contractors.
- Board reserves the right to select additional two vendors of their choosing to participate in bidding process.
- Contract will be submitted by Nautilus and forwarded to Board for review.

ADJOURNMENT:

- A **MOTION** was made to adjourn the regular business meeting at 2:20 p.m. Motion was seconded. Motion passed unanimously.