



# STEEPLE GLENN

## Condominium Association

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### HOAC Meeting Minutes

Friday, May 18, 2023, 6:05 p.m. – 7:15 p.m.

**HOAC Members Present:** Carlton Lampkins, President & Kate Veacock, Treasurer  
Sheila Green, excused

#### Topics (Property Management/Spring Projects):

- 1. Black Shutter Painting** - We approved the black shutter painting which has a budget of \$3000 but the proposal is only for \$2400. That leaves a balance of \$600 to be used for dryer vent cleaning. See below. We would need the Sherwin Williams paint code for black paint so that we offer it to residents who want to paint their own doors. If the company paints the doors, the residents will have to pay \$80 to Kelly Management prior to having the doors painted. Additionally, we need to get the paint code for the high-rise doors and offer them the \$80 per door painting option. Additional information is forthcoming.
- 2. Dryer Vent Cleaning** - We approved the Vesta Wash dryer vent cleaning for the high rise and the townhomes. The total is \$3572 which is \$842 over budget. The balance would come out of the left over from shutter painting (~\$600), and we would take the remaining \$242 from snow removal and salting or somewhere else once we get further along in the year.
- 3. Power Washing Cleaning** - We approved the power washing and staining for the high rise. We only have \$3300 in that budget line, but we would use snow removal/salting money for the balance of \$3738. Total = \$7038. It is important to note that the staining is necessary to preserve the wood and for safety. This project must be done all at once. Helping Hands will be contacted to request that they provide recommendations for which townhomes need power washing the most. The cost for power washing each townhome is ~\$305 per. Stay tuned.

The snow removal budget has already had approx. \$3372 expended. With the proposed use of funds from that budget line, we would still have approximately \$13650 for snow in the Fall/early Winter.

- 4. Gutter Cleaning** – This project is on hold, as we have had gutter cleaning in the Fall and Spring. We have \$4000 in the budget.
- 5. AR Requests** – AR request for 90 GNL was approved. AR requests for 65 GNL and 77 GNL were approved pending pictures.
- 6. Landscaping** – Several concerns have been voiced about the quality of the grass cutting to include uneven cutting, workers riding the mower like they are on a racetrack, weeds



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in the cracks of cement and curbs. Carlton will contact BJ of Knight Landscaping to discuss these concerns and to ascertain a plan of improvement. Watch for improvements!

7. **Waste Management** – The company has been good at collecting our trash and recycling. Lately the company has had some personnel issues which are being addressed.
8. **Review of Helping Hands** – This volunteer group of residents does a variety of tasks that save our community some significant dollars, and we Thank Them for their expertise, skills, time, and energy. For example, they have cleaned our patio and furniture, sprayed the clubhouse for insects, cleaned the grill, stored our salt buckets, etc. This group has organized a Clean the Glenn community clean up activity for Saturday, June 3, 2023, 9:30 a.m. starting at the clubhouse for coffee and donuts. These volunteers will also provide recommendations for the power washing of the townhomes.
9. **Meeting with Lisa on 5/3/2023** – Things went well. There were about 6 residents who attended. Many Thank Yous to Lisa for her help and responsiveness. Carlton will ask Lisa for another date to meet with the community.
10. **Other** – The HOAC rejected the Commercial Cleaning Services proposal for twice monthly cleaning of the high rise and its proposal for power washing.

Kate will check out the high-rise cleaning company's work when they come on June 5, 2023. They clean on the 1<sup>st</sup> Monday of each month.

**Meeting adjourned at 7:15 p.m. by Carlton Lampkins**