

# Cole Mill Townes Homeowners Association Board Meeting

## Meeting Minutes

Virtual Meeting Conducted by Email Between 6/2/2020 and 6/4/2020

Present: Bruce Lewis, Sharon Terry, Angie Padget

### **Update of CMT HOA Policy on Replacing Roofs**

In 2019 the CMT HOA Board established a policy of replacing roofs on a building-by-building basis (i.e., all roofs on units in the same building will be replaced at the same time). In order to provide for more flexibility, the following modification to that policy was approved.

The original approach of replacing the roofs on all units in a building at once will be the standard/default practice.

If circumstances warrant, the CMT HOA may replace the roof on an individual unit without causing the roofs on the other units in that building to also be replaced, subject to the following caveats:

- The roof on the individual unit in question is in immediate need of a significant repair
- If the unit in question is a three-story unit, then the roof on the adjacent three-story unit will be replaced at the same time.

The roofs on garages will not necessarily be replaced at the same time as when the roofs on that unit or building are replaced.

If a homeowner is willing to pay for the replacement of the roof on their unit or garage, they may do so, per the decision taken at the 3/11/2020 meeting of the CMT HOA Board. In this case, the shingles to be used must be approved by the Board, per Article V (Architectural Control) of the CMT Covenants.

### **Projects Authorized for Immediate Action**

The roof on unit 1103 is in bad shape. There is an active roof leak in the front, a leak around one of the skylights, and some damaged shingles on the rear. This roof is in significant need, and under the revised roof policy, it will be replaced, along with the skylights. The shingles to be used will be the same as those used on the replaced roof on Building 600 in 2019.

There is significant deterioration in the wood trim on most of the buildings throughout CMT. This wood will be replaced. The replacement material to be used will be a fiber-cement composite (Miratec & Hardi) and PVC; the new material will be painted to match the current white trim on CMT buildings.

The costs of these two projects combined is approximately \$25,000 and will be funded out of the reserve.