

Spruce Creek Property Owners' Association, Inc.  
Board of Directors

MINUTES of September 27, 2006 Special BOARD MEETING

Present at the Association's office at the noticed time of 4:00 PM, September 27, 2006 were directors Alan Baltz, Tim Plunkett, Wally Ritchie, and Dawn Sautter. Approximately 15 members of the Association were present.

President Plunkett presided and called the meeting to order at approximately 7:12PM.

Minutes of the September 12 meeting were approved.

The chair announced that this special Board meeting was for the purpose of considering expenditure requests requiring Board approval as well as an appointment to the ARC.

Director Laura Munro arrived, bringing the directors present at the meeting to all of the directors.

The Property Manager, David Slayback, presented the public works committee's request for a \$6920 contract with Sliger & Associates for shooting elevations related to the drainage work in three critical areas. The needed drainage work was discussed as well as the possible alternative of acquiring GPS survey equipment for this kind of work. A consensus was reached that the Public Works committee should look into whether such equipment would allow more needs of this kind to be met for less money for cases where a professional survey is not actually required.

The Property Manager presented the Public Work Committee's request for approval of the purchase and financing of a truck that could meet existing needs better than the existing truck for which the lease has ended and is now month to month. The Property Manager reported that the PWC looked at both used and new trucks and found that in the current market with present purchase incentive, a new truck was a better long term deal. The request was reviewed with both the Public Works Committee and the Finance Committee, who concurs the financial aspects of the purchase. Approximately \$8000 per year in expenses related to contracted sprinkler work will be saved by moving these repairs in-house.

Upon motion by Dawn Sautter, seconded by Laura Munro, it was unanimously **RESOLVED:**

**That the purchase and financing of the Truck approved.**

Keith Sprague, the Security Director, presented a request for an increase of \$1.00 in the security pay scale. 2 Security officers were lost in July and 4 more in the last two weeks due to the Associations payscale, which is below the current market rate. Retention of employees cannot be assured with a payscale that has fallen below the market. The Association is currently operating with approximately 2300 shift hours making the financial

impact about \$2300 per month with, security still remaining on budget for 2006. The security committee concurs with this request.

Upon motion made by Dawn Sautter, seconded by Laura Munro it was unanimously **RESOLVED:**

**That the hourly security payscale be raised by \$1.00 and the 12 security officers and 2 supervisors be increased by \$1.00/hr effective with the start of the pay period ending October 8<sup>th</sup> and that the regular security increases be aligned with the Calendar year.**

Alan Baltz, the treasurer noted the excellent performance of the Association's property manager during his first six months and recommended an performance increase of \$2,500 per annum. The run rate for the three administrative salaries is now below that of the budget, even with this increase. Upon motion made by Alan Baltz, seconded by Laura Munro it was unanimously **RESOLVED:**

**That the salary of the David Slayback, the Property Manager be raised by \$2,500 effective with the start of the pay period ending October 8th.**

The lack of quorum at recent ARC meetings and other committee meetings was discussed as was a resolution to appoint alternate Board members to serve in the place of committee members not present in order to solve the problem. Director Munro reported that a member had just agreed to serve on the ARC. A consensus was reached to table the general resolution to the next meeting.

Upon motion made by Laura Munro., seconded by Dawn Sautter it was unanimously **RESOLVED:**

**That Jerry Masters is appointed to the Architectural Review Committee.**

Without objection, the chair adjourned the meeting at approximately 5:35.

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Wallace Ritchie  
Secretary

Note: Minutes of the meeting are not official until approved by the Board at a subsequent Board meeting. These minutes were approved at the October 10, 2006 Board Meeting.