

SAVANNAH LANDINGS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Special Meeting regarding Roofs October 4, 2018 Meeting Minutes

Call to Order

The meeting was called to order by President, Donald H. Jones at 6:00 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Board members Diana Portillo, Carol Galloway, and Faye Peavyhouse were also present. It was determined that a quorum was established.

Business item:

This meeting is for the board to review and finalize the RFP/SOW for GAF and Owens Corning.

The board read and discussed each line item on the drafts of these two documents. Changes were noted and will be given to McNeill Management by October 7, 2018.

Roof work timeline:

- A. October 4. HOA Board meeting to finalize Statement (SOW) and Request for Proposal (RFP)
- B. October 7. HOA provide McNeill final draft.
- C. October 11. McNeill issues SOW/RFP to selected contractors
- D. October 24. Contractor Bid Conference
- E. October 31. Contractors submit bids to McNeill in sealed envelopes
- F. November 5. HOA Board meet and open envelopes and evaluate bids. Select winner.
- G. November 7. HOA provide winner decision to McNeill.
- H. November 9. McNeill review the decision and notify the winner by telephone and all other contractor participants by letter.
- I. November 16. HOA meet with winning contractor and provide order of roof replacements.
- J. November 30. Winning contractor provide their replacement schedule.
- K. January 2019 – Reroofing project commences

Order of Roof Replacement:

2019	2020	2021	2022
Bldg.	Bldg.	Bldg.	Bldg.
1	23	11	32
2	24	12	33
3	25	13	16
4	26	28	17
21	5	29	18
14	7	30	19
27	8	15	20
6	9	31	Club House
22	10		

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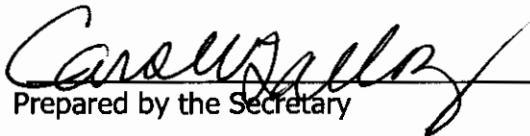
Other discussion:

McNeill should contact Homeowners of the timeline of the roof replacements. Homeowners should be made aware of satellite dish requirements. Roofers will remove satellite dishes and place them in a location specified by homeowner.

Also homeowners should be made aware of gutter removal and replacement (Association not responsible for older gutters that have deteriorated.)

Adjournment:

On motion: Duly made by Diana, and seconded by Faye, carried unanimously.


Prepared by the Secretary