

HOA BOD Meeting Minutes 10-12-23

Call to order

Daphne: 5:32 pm AST
Secretary - Who is on the phone?
Daphne, Cara and Chris

Approve agenda

Motion: Chris
2nd: Cara
Vote: 3-0

Approve minutes from 9-14-23 (emailed to BOD)

Motion: Chris
2nd: Cara
Vote: 3-0

Updates on legal issues -

Motion to move to executive session
Motion: Christ
2nd: Cara
Executive session called at 5:35 pm AST

Daphne: Back on record 6:00 pm AST
Motion: Chris
2nd: Cara
Vote: 3-0

Action taken because of the Executive Session:
Send a letter to the homeowner who contacted the board via email this week.
Motion: Chris
2nd: Cara
Vote: 3-0

General Updates:**Violations:**

2685B – “Our foreclosure department has requested the grass to be cut. It should have been cut and it is being looked into.”

Should we put a sign on the unit notifying the owner?

Discussion:

Set plan to transfer from general fund to, Reserve Fund

Discussion: Extra \$25 equates to \$8,400 per year. When should we transfer? How much should we transfer? The budgeted amount seems appropriate as it is written in the budget. One transfer per year, after the November meeting to help set up our budget for the upcoming year. Amended motion to transfer a minimum of \$25 per unit per month, transferred annually after the November monthly meeting.

Motion: Chris

2nd: Cara

Vote: 3-0

Late fee details

Discussion: HOA dues are due on the 1st of each month; it is considered late after the 10th of that month. Keep it as a board policy, or add it to Rules? The item is in writing at the bottom of the invoice sent monthly. Reaffirm our late fees are deposited to the reserve account. Agreeing to keep as a board policy but add clarification to Rules and it will be forwarded to the homeowners to discuss and vote. Looking to amend the last line will be clarified that late fees are added to the reserve account.

Preparation for 2023 Annual meeting

- set date Thursday, Dec. 7
- set agenda
 - Draft sent by Daphne to board members. Adding any new business. HOA yard sale feedback? Discuss with owners. Cara will provide a follow up on the yard sale and ask for feedback.
- budget considerations – does another building need new balconies??, asphalt costs??
 - Chris is working on a proposed budget for consideration this weekend. Take line item out for paying taxes by HOA, asphalt work will be significantly more for construction year of 2024. Interior Excavation won't have a quote until next year once they get numbers from the batch plant. Any leftover funds can go towards the next set of balcony replacements. Another line item for balcony replacements? Replace one building per year to get them all replaced. Daphne will reach out to the contractor to get a bid started for next year's replacement. Building number yet to be determined.
- election details only Seat A open 3-year term, cover message

- Need completed forms to send out to with Annual Meeting notification. Daphne will update and send it out to board.

Electronic votes/notices since the last BOD meeting:

Contract for snowplowing 2023-24 to iPlow 3-yes, 2 not voting

Adjournment:

Daphne adjourn 6:32 pm