

## HOA April 2020 Board Meeting

Call to Order: 7:25

Directors present: Scott, Phyllis, Terry, Ellen, Ginny, Cliff, and Cindy

Directors absent: none

Quorum: yes

This meeting was postponed from March due to pandemic concerns about meeting in person. This meeting was held digitally via Zoom. Andrea from Elite Management is also in attendance.

### Status by Committee

- Finance
  - Discussion of March financials
  - A little high on postage and printing and some concerns about water and sewer
  - Some items on annual budget for 2019 should have been pulled from reserves; this is making it look like we were over budget on 2019 for operating
  - Over budget by \$1,388 in operating expenses for 2019 which is a good outcome given the size of the budget
  - Discussion of filing taxes; audit is underway and expected to be received this week
  - In okay place with regard to arrears; not an unusual number for community of this size; existing policies are being followed for notices
  - Some people are still paying last year's due amount of \$264 rather than \$270; some prepaid payers will need to be contacted by Andrea that it should be updated
  - Due to pandemic, the collection policy will not change, but Andrea can be contacted to work out necessary solutions on a case by case basis
  - Estimate that loan for roof replaces will reach maturity in about 10 months
- ARC and Violations
  - Recent incident of tree cut by resident was resolved by landscaper; owner of offending unit will pay for fee
  - Tree planted behind 600 by resident without approval; would like to let offender know that it shouldn't have been planted and then pay for the tree to be transplanted to another, more appropriate location; still trying to figure out who did it so that notice can be given
  - Using adhesive to attach to plexiglass covers of bulletin boards; hard to remove the stickers/adhesive; can cause the plexiglass to become scratched; notices have been placed on bulletin boards with information about how to put up postings on the boards
- Building Maintenance
  - Surprise expenses for storm damage, a chimney leak, and a plumbing leak
  - Expenses could be counteracted by deferring some painting

- Had planned to defer some of the deck refinishing due to costs from one estimate but other estimate was half the cost; will go with lower quote with close oversight from Cliff to account for the lower cost to ensure work is done correctly; will begin after power washing
- Week of April 27, 28, and 29 will be power washing; expected to be less than \$5k for front walkways and north side of all buildings, east side of 500 and 700, back of 900, and sidewalk beside 900; will also optionally power wash decks of owners for \$65; owner can facilitate through Elite and Andrea
- Fire suppression inspection and fixes; had asked Danielle to have inspector come back and inspect some older units to see if they miscalculated how many heads would need to be replaced; Andrea will be following up with BPFÉ to see if can be re-inspected
- Ground Maintenance (and landscaping)
  - Tree work and landscaping done and looking good; will have TSI come by every three days to water the new plants for 30 days (\$45 per hour; one hour per visit); also looking to provide a protective overlay over hay that is currently blowing away (\$280)
  - More plants planned to be added around 600 next year, budget allowing
  - Ivy is beginning to grow up 700 and needs to be removed from the building to protect the mortar in the bricks
  - Sidewalk repairs that are safety concerns; important part of looking for new insurance provider; unanimous vote to move forward
  - Would like to begin planting annuals in select areas; will need to identify spots for the soil to be improved from the existing hard clay; probably at least one area at the entry to each building; can coordinate with Terry if interested
  - Retaining wall near 600 was repaired
  - Third dog waste station near club house; Terry to get estimates for cost; to be included in budget for next year; dog waste station between 700 and 900 was damaged and needs to be replaced and possibly removed so that no longer hit by cars
- Communications and Security
- Trash and Recycling
  - Vote to move to new vendor for trash and recycling; GFL Environmental (formerly Waste Industries) and Republic quotes received; both are about \$800 per month rather than the \$960 that is currently paid to the Town of Cary; would like to switch by the end of June; recycling would be picked up once a week and trash twice a week
  - Discussion of where to build corrals and the demolition of the enclosure near 600
- Annual Meeting
  - Usually done in April, but wasn't until June in 2019
  - Not sure when it can happen due to pandemic
  - Everyone willing to remain on the board until annual meeting and election can be held

Meeting adjourned at 9:00