

Board of Managers Meeting-October 2022

OCTOBER 29 2022 / CALLED TO ORDER AT 11:07 AM (EST)/ Online via Zoom

ATTENDEES

Board: Lee Davies, President * Colleen McCarthy, 1st Vice President * Suzanne Krzeminski, 2nd Vice President * Nanette Bartkowiak, Treasurer * Kimberly Alonge, Secretary and 10 identified callers on-line:

* Bruce, Monica #603 * Gollnitz, Marilyn #1002 * Horn, Bill # 509 * Johnson, Stephanie #1301 * Jones, John & Avery #1102 * Laird, Don #406 * O'Leary, Mary #409 * Shearing-Mead, Lisa-Gaye #507 * Smith, Pat #402 *Wharton, Melissa #510 *

Please remember to identify yourself, with your name and unit number, when logging in. Missing IDs will be removed from the meeting.

AGENDA

OPEN FORUM FOR GUESTS:

- No comments

TREASURER'S REPORT :

- **Nanette Bartkowiak, Treasurer**, reported as of 09/30/22 our total Cash Assets are \$182,433.60. The Assets are broken down as follows: Checking Account, that we pay the bills from, is at \$103,876.83 and the Reserve/Savings Account, that we spend Capital Projects from, is at \$78,556.77. To date, nothing has changed for the Capital Project expenses at: \$40,700.00, of which \$6,200 are marked for gutters and downspouts and \$32,000 for the Office repairs which have begun. The budget is set for the 2023 year; it is tight, but workable. Owners can help us by being aware of where our money is spent. The October newsletter will include expenses of the last three years and will also show where our money goes. We want to be transparent. The graphs will show what our utilities cost and you will see the water is larger than past years, but that was due to the leak which has since been repaired. Please remember water is part of our HOA and is a cost to the Association. Please study the graphs and think about what you can do to help, such as conserving water.
 - The Treasurer's report was approved by Colleen and seconded by Suzanne, no discussion, and with a 5-0 motion carried.

SECRETARY'S REPORT:

- **The Secretary's Report** of the minutes of the September 24, 2022 meeting was approved, no discussion with motions from Suzanne and seconded by Colleen with a 5-0 motion carried.

MANAGER'S REPORT/PROJECTS UPDATE: *(reported by Colleen, in Rick's absence)*

- **Chimney chase repair** - The flashing/screws came out on the 1300 building and flashing was repaired. The chimney on 1006 was beyond repair and required a complete replacement.
- **Office Restoration – Ongoing** - Work has begun again after a short hiatus and is moving along quickly.
- **508/509 Repair – Ongoing** - Lakeside building leak repairs will begin soon; we are waiting for the contractor to get here and begin.

- **Sidewalks & Patios– Ongoing/Partial in Spring** -We were told work would take place in October and then again in early spring 2023. Masonry & More did just come out and pour patios for the

MANAGER’S REPORT/PROJECTS UPDATE: (reported by Colleen, in Rick’s absence) -Continued Sidewalks/Patios

purchased patios and we are waiting on the work for the sidewalks to begin. The most hazardous sidewalks have been labeled; the contractor will hopefully get to these soon.

- **Bike Racks and Bikes** - Must be moved to the pool building and all in one area. Bikes must be labeled. Bike racks will be picked up at the end of November and all bikes must be removed by then. Looking to Spring 2023, bikes must be removed from the pool building by May 15th.
- **Fall/Winter Seasons** - Ed and JD are working hard on leaf pickup along with getting ready for winter. Colleen noted that she is impressed with the process of the leaf removal.
- **New Gator** - Has been ordered and we should see it in December.
 - **Board Member Comments on Old Business:**
 - Lee - Chimney repair is budgeted and ongoing as needed. A number of them have been done. #1006 had not been done and thus needed a full replacement. #1300 had a flashing issue due a problem with the initial install and was corrected. If you experience any issues or leaking let Rick know.
 - Lee - We are planning to have all roofs inspected to firm up the replacement schedule for roofs as well.
- There were no questions from the Manager’s Report.

OLD BUSINESS/COMMITTEE REPORTS:

- **Social/Recreation Committee:**
 - Marilyn Gollnitz - Had nothing new to report. We were able to hold some Winey Wednesdays as weather permitted and will keep doing so with nice weather as long as we can.
- **Beautification Committee:**
 - No Report.
- **Rules & Regulations Committee:**
 - Updates reported under New Business/Correspondence.

NEW BUSINESS/CORRESPONDENCE:

- **Unit #1301 - Johnson Request for Air Conditioning Installation**
 - Drawings were sent and received to the Board for review earlier this month. This is an end unit requesting a Mitzubishi outdoor installation at the end of the building, which is a first floor direct install. Nanette made a motion to approve the Johnson request and Colleen seconded the motion. There was no discussion and the motion to approve the request was approved 5-0.
- **Unit #510 – Wharton Request for Air Conditioning Installation**
 - This is an upstairs unit with a direct exterior side into the unit. Nanette made a motion to approve the Wharton request and Suzanne seconded the motion. There was no discussion and the motion to approve the request was carried 5-0.
 - **Board Member Comments:**
 - Lee - There was an inquiry, not a formal request, from another individual regarding installation of an air conditioner in a middle unit. They asked about locating the air conditioner behind, not on the end, of the building. This could not be done unless there was heavy trenching involved and would need to have formal drawings with discussion.
- **Rules & Regulations Update**

- Lee - We had a number of members of the committee move. We are looking to get reorganized, but there are a number of issues needing to be addressed in the meantime.

NEW BUSINESS/CORRESPONDENCE: - *Continued Rules & Regulations Update*

- Lee presented highlights of what we are looking to do on new rule changes. This information will be in the October newsletter so everyone can read them. All rules will go to vote to approve at the November meeting and then the new rules will go out in Annual Mailing in January 2023.
- **Rules and Regulations Highlights include:**
 - **Lakeside Lounge** - a \$50 refundable deposit will be required to reserve the Lakeside Lounge. The past rules stated a deposit was required, but the amount was not specified. It must be left as you found it and the owner must be present at all times.
 - **Antennas/Satellite Dishes** - We now have internet/cable to all units through our HOA. Effective January 1, 2023, we will no longer be approving antennas or satellite dishes. Maintenance of and damage from antennas or satellite dishes will be the responsibility of the owner. Once roofs are replaced the dishes will be removed.
 - **Recycling** - Refer to and follow signage on dumpsters. A reminder that furniture, mattresses and electronic items are not permitted to be dumped. In addition, a reminder that owners are responsible to let their contractors know they cannot dispose of materials in a dumpster; those materials must be taken away.
 - **Pest Control** - A reminder to not leave food in cupboards if going away for winter. The cost for extermination was way up this year. Review the bird feeder rules. Feeders must not be attached to buildings or located within 20 feet of the buildings. Feeding wild animals is not permitted.
 - **Bikes/Kayaks** - Stored outside, in designated areas, need to be properly marked to identify the owner.
 - **Hot Water Tanks** - Advised replacement 6-8 years after installation and will be required to be replaced within 10 years of installation. Proof must be sent to the Office where a spreadsheet will be kept of replacements. New owners may not know when the hot water tank was installed, the records kept at the Office will be helpful to all. If you have been here a long time, it is most likely needing to be replaced. If you are in an upstairs unit, and it is more than 10 years old, replace it as soon as possible as you could cause damage to downstairs or neighboring units.
 - Bill Horn - Does not know how old the water tank is in the unit he purchased; - bought for daughter - doesn't know how old it is. Lee suggested looking at the tank, as the installation date is usually marked on them and/or check with Rick to see if he has records on it. If the previous owner did not submit to Rick, have a plumber come in and look at it.
 - **Questions from floor:**
 - Mary O'Leary - Asked for clarification on if the Rules & Regulations will be voted on individually or as a package. Lee replied that it depends on the motion we get to approve them, but that most likely the motion will be made to approve all rules as provided, with a second, then discussion and voted upon. Keep in mind the updates are only voted on by the Board, not owners. If you have questions, please reach out to a Board member. The Rules & Regulations are voted upon by the Board and distributed to the ownership.
 - John Jones - Asked if the bird feeder rules included hummingbird feeders. Lee replied they are the exception and can be on the back patio by the building; this information is included in the rules.
 - Nanette - Clarified we will put the changes in the October newsletter and that is for the owners to review and give feedback. Owner input would be liked and is encouraged, but the vote is from just the Board. This is your time to let us know what you are thinking and we appreciate that. Once the changes go into effect, they are something we will live

NEW BUSINESS/CORRESPONDENCE: - *Continued Rules & Regulations Update*

for a while, so please look at the rules that will be in the October newsletter and give us the input to help us with our vote.

- **2023 Budget Presentation and Approval**

- Lee reported the proposed Budget was distributed to the Board and met to discuss it. We normally wait until the November meeting to approve the next year's budget, however we feel we can go ahead and approve it now and give Rick more time to print and distribute with annual mailing. The budget is very tight and we know what we have to spend in which areas. There is no increase in HOA fee for next year, so our income won't change. Despite our preference of what we would like to do or not do, we are painted into a corner with what we can do. The 2023 budget is a reflection of last year's budget with making changes where we can. A Motion to approve the 2023 budget as provided was made by Suzanne and seconded by Nanette. There was no discussion on the motion and it was approved 5-0.
 - Lee noted: We work on the budget all year. At the annual meeting we look to see if we need a rise in HOA fees. To date, it has been a number of years since there has been an increase. The last time was for the cable and internet, but that was for money coming in and going right back out to that item. In addition, for most people it was an overall savings. There has not been an increase in a long time; it is looking like there will be an announcement at the annual meeting for an increase in 2024.

- **Flooring Inquiry-** Colleen reported we had a question from an owner regarding flooring, not a formal request, but a discussion on flooring upstairs other than carpet. The owners were looking at laminate with underlayment and samples had been brought in. Lee noted in the past, these have been addressed individually and decided each case individually. During the past several years, one or two were approved with different laminate flooring throughout. The fact is, we do not have good results with wood or laminate due to noise and the Board votes on the approval based on many factors of the request.

OPEN FORUM FOR GUESTS:

- **Jones, John #1202** - Shared the Lakeside Lounge looks very nice with the new TV which was purchased with money raised by the Social/Recreational Committee. He asked if the fireplace would be the only heat to the room. Lee replied we are working on the heat. There is a problem with the relay in the system that gets the heat to the room. The electricians have been here and ordered parts. Once the heating is completed, the rooms will be more functional in the colder months and the fireplace will be supplemental heat. The plug for the fireplace will be moved to a better location as well. Lee also replied to John's question that Avery and the ladies who used to do painting up there over the winter are still welcome to do so.
- **Shearing-Mead, Lisa #507** - Shared she used a couple years ago for a grad party and it was lovely. She asked what discussion there has been over the years regarding the windows. Lee replied they are on our budget radar and there is a long term goal to replace windows. They are a substantial cost so as an alternative we have been reaching out to vendors to find out if just the glass can be replaced, so it looks nicer. We have a long-term goal to replace them and the pool building windows. The Office building looks good with the windows replaced.
 - Suzanne noted - We talked about windows during budget planning. Tom contacted a former colleague and she is waiting to get more information. There may be some movement or we may get connected to someone who can help us. We reached out to many local companies first, but they have not been responsive.

OPEN FORUM FOR GUESTS: *continued*

- **Smith, Pat #402** - Wanted to thank the Board members for all we do and for keeping everything moving along and looking good. It is very much appreciated. Lee thanked Pat and reminded us it is all fully volunteer and a great way for us to be involved and keep everyone else involved with input to keep things running efficiency and improvement
 - Suzanne - Wanted to say quickly the cement work on Pat's porch looks good. Pat thanked Colleen for sending a photo of the work done. Lee noted the porches are underway, but sidewalks probably won't be done until Spring. He said as a Board we are grateful for the more patios that are done because they keep water from getting to the foundation and it dresses it up as well. He thanked all who have had that done at their units as an owner's expense.

NEXT MEETING:

- Saturday, November 26h, at 11:00 AM, online via Zoom.

ADJOURNMENT & EXECUTIVE SESSION:

- Lee requested an Executive Meeting for a brief discussion on personnel. Lee noted that no action will be taken in the Executive meeting and that we would not be returning to the regular meeting.
- The meeting was adjourned at 11:55 AM with a motion to adjourn from Suzanne and Colleen. The motion carried 5-0.
- No action was taken at the Executive session.

Respectfully submitted,
Kimberly A. Alonge, Secretary