

RR HOA Board Meeting, March 10, 2020
Greenwood Cove, First Floor Lecture Room

Call to Order: 5:26 p.m.

Board members present: L. McLaughlin, J. Galvin, C. Kastner, M.J. Thomas, C. Lee and S. Brandon with Crofton Purdue

Community members present: C. Galvin, T. DeJong, R. and L. Biedenbach, M. Carlson, C. Andrews, J.M. Smeenk, K. and S. Reed, F. and N. Weinstein, A. Drenk and T. Rios

Approval of January 14, 2020 RR HOA Board Meeting Minutes. M.J. Thomas moved to approve; J. Galvin seconded. The motion was passed.

Committee Reports

Building & Grounds – C. Kastner

- To date, only 28 landscaping forms have been returned. Last year's election will be used for any homeowner not submitting a 2020 form.
- The crash gate has been repaired.

Hospitality – M.J. Thomas

No new community members since last meeting

Policy – M.J. Thomas

The Emergency Preparedness Policy is being reviewed and updated.

Social – J. Galvin

- The Chocolate Social held on Valentine's Day was well received.
- Future events will be held as scheduled. All tables will be cleaned immediately before the start of any event. If food is served, gloves should be worn.
- The committee is looking for a sponsor for a coffee event in the late April/May time frame.
- Individuals that are sick, sniffing, etc. should consider not participating in social events.

Finance – J. Galvin

- Sponsor has not paid 2020 invoices.
- At the end of February 2020 the HOA reported cash balances of \$35,907.88 in the operating account, and \$149,581.26 in the Reserve account. Account balances show us on target for the established funding schedule to cover long-term expenses and our operating expenses.
- The budget through two months ending February 2020 shows operations well within budget. Budget expenses for the first two months of 2020 were estimated at \$32,058; actual expenditures totaled \$16,603. Individual accounts within the budget varied from our planned expenditures basically represent timing issues. For example, our January cable bill was paid in December and no bill was paid in February causing a \$7,000 variance. The snow plowing bill expected to be around \$5,500 for February was not received in time to be paid and will be reflected in next month's payments. Once these bills are properly reflected, both our cash position and our budget will be closer to planned levels.

- We have sufficient cash on hand both in operating and maintenance reserve to handle planned expenses. However, our 2020 budget remains extremely tight and we are still planning that some of our third year of tree maintenance will have to be paid from our maintenance reserve.

Cable Renewal:

- At present, Spectrum seems to remain our best provider for future services; however, the new monthly fees have not been received yet.
- Greenlight remains an excellent alternative; hook-up fee is ~\$100 for each unit.

Variances:

- 1701 – temporary parking request granted for motor home; 5 approved

Old Business:

New Business:

- Development road will be hot-crack sealed again; Manel's bid was not received in time for this month's meeting; deferred until next meeting.
- Exterior property review will be completed by B&G and Crofton in April/May; this will include roofs and gutters. A notice will be sent to community members asking them to notify B&G (email to Cy with a cc: to Crofton) of any issues they may be having before annual walk around.
- Gutter cleaning will be done on an as-needed basis. Crofton should be contacted for work order.
- Maintenance was discussed for exterior doors, older units were painted in 2014.
- Shutters on the buildings on north side of the pond will be reviewed.
- Suburban's annual contract has not been received yet; expect minimal increase in cost.
- Annual insurance contracts are up for renewal.
- Sealing of development road was last completed in September 2013. Several options are being reviewed to extend the road surface: sealing either by straight seal, slurry or oil and stone. All options will inconvenience cottage owners for a short period of time.

Community Update:

- Units 802 and 1703 are under contract; 502 has been sold and is expected to close by the end of March; construction will begin on the 100 building when the weather breaks.
- Unit 901 will be the new model when complete.
- Spring mulching will be limited to one inch of new mulch in foundation beds; mulch in common area tree circles will be fluffed/turned and weed killer placed on it; no mulch should be placed within six inches of tree trunks in common areas. A note will be sent to all homeowners who maintain their own landscaping advising them of the specifications.
- Pet owners are reminded to scoop and properly dispose of their pet's waste.
- An Arbor Day pick up may be scheduled, if needed. Contractor will clean areas around buildings 100, 800 and 900.

Community Member Comments:

- K. Petras – A Neighbor helping Neighbor team, consisting of 3 community members, is working on creating a guide for RR neighbors to assist others in aging in place. A resource

being utilized is the book *Being Mortal*, previously read by the Book Club. We were reminded to assist others to age in place; volunteer to drive someone on a temporary basis; try to add joy to a neighbor's life (coffee hour, games, etc.). Send any suggestions to Karen.

- Lifespan offers exercise programs in the community (tai-chi) free or for a minimum amount.
- Stacey Brandon, with Crofton, took notes on various items that need work orders created: 401 – leak at main shut off valve in utility room and missing downspout extension; 1801 – gutter leaking in the corner joint, blacktop needed on small spot on driveway where potted plant was located when sealed; 501 - gutter is leaking in the corner joint.

Meeting Adjourned

Moved to adjourn; J. Galvin and seconded by M.J. Thomas. The motion passed and the meeting was adjourned at 6:28 p.m.