

RR HOA Annual Meeting Minutes  
Tuesday, September 8, 2020  
Via Zoom

**Call to Order:** 5:04 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 per Roll Call:** C. Galvin, M. Carlson, J. Thomas, L. Lee, A. Kamm, C. Andrews and J.M. Smeenk, K. Hayes, J. Eng, K. and S. Reed, B. and S. McVay, W. Fischer, J. Jackson, A. Drenk, T. DeJong, L. and S. Rausch, R. Biedenbach, T. Rios, D. and C. Buckley, F. and N. Weinstein and K. Petras

**Interpreters:** K. Sytch and W. Jefferson with Sign Language Connection, Inc.

**Approval of September 10, 2019 RR HOA Board Meeting Minutes:** J. Galvin moved to approve; M.J. Thomas seconded. The motion was passed.

**Proof of Notice of Meeting:** S. Brandon reported that the ballots were mailed on August 11. It was advised we had a HOA quorum of 41 of 54 units.

**Welcome:**

L. McLaughlin reviewed meeting format and introduced/thanked current Board Members.

M.J. Thomas introduced:

New Community Members Since Last HOA Meeting:

- 1703 - Dave and Hilda Buckley

Members Moved In Since Last Annual Meeting:

- 401 - Cliff Andrews and John Mark Smeenk
- 502 - Derrick and Fanta Coley
- 801 - Judy Maugeri
- 802 - Wilbert Stong
- 803 - Ann and Dean Drenk
- 902 - Lynn Musgraves
- 903 - Kathleen Finch
- 1701 - Richard and Linda Biedenbach
- 1703 - Dave and Hilda Buckley

Members Moved Out Since Last Annual Meeting:

- 401 - Howard and Carol Maslich
- 502 - Medhi Mohtashemi

**Election:** 41 cottages participated in this year's mail-in ballot election. M.J. Thomas received 34 votes, C. Kastner received 32 votes and J. Eng received 15 votes. Julia Eng thanked for her interest and was invited to participate on a committee.

***Financial Review – J. Galvin:***

**2020 Financial Review:**

At the end of August 2020, the HOA reported cash balances of \$31,335.53 in the operating account, and \$165,016.30 in the Reserve Account. Maintenance Reserve account balances remain on target with our established funding schedule to cover long-term expenses.

The budget through eight months ending August 2020 shows operations within budget. Budget expenses for the first eight months of 2020, estimated at \$172,723, shows an actual expenditure of \$146,371. Individual accounts within the budget, with minor exceptions, show no variance from the plan. There are several accounts that need to be adjusted because individual items have been categorized incorrectly. These adjustments will have no impact on our financial status.

For the remainder of the year, we will concentrate on projects identified on the recent property review and completing our tree maintenance program. We will conclude negotiations on the Spectrum service contract and review the fall maintenance requirements with Birchcrest for the retention ponds. Some of the identified repairs on the property review, as well as a small portion of the tree maintenance program, will be funded from the maintenance reserve. Barring any unexpected expenses, we expect to fund any deficit from 2020 operations from excess operating cash on hand. By the end of 2020 we anticipate having operating cash on hand equal to one month's average operating expenses and a maintenance reserve funded to the schedule previously established.

**2021 Proposed Budget:**

We are proposing a budget with anticipated revenues of \$276,133 and expenses of \$275,663. This will represent the first budget fully funded by property owners of a 58 unit completed project. As you look at the information you were provided, I'm sure you noticed the increase in Homeowner Association Dues to \$325 per unit per month. It is not without serious consideration we have taken this step but as we have mentioned previously, our buildings are aging requiring ever increasing maintenance and our service contracts continue to increase despite actively seeking bids wherever possible to maintain or reduce these costs. The categories where any savings might be realized are few in our budget. We currently bid contracts, with the help of our property managers, for lawn maintenance, fertilization, refuse, snow removal, and tree maintenance. Previously we had been able to obtain multi-year contracts to stabilize costs; however, now we find our contractors unwilling to commit to more than a single year because of their ever increasing costs. We have taken every opportunity to reduce costs where possible, but we still need to provide these services to maintain the property at acceptable levels. Once we reverse the problems we experienced with our existing trees and see the new plantings become established, we hope to be able to achieve some savings in our tree maintenance program.

We feel confident that we provide value for the HOA fee we charge and that the proposed increase should have little effect on the marketability of your properties when compared to similar communities.

### **What to Expect in 2021 and Beyond:**

Now that we are completely built out we expect to have a full review of our long term maintenance program to make sure we are completely funding future requirements. This is important since the original schedule anticipated building completion on a different timeline.

In the coming years we will face a number of challenges in this wonderful community we all call home. We are going to see continued financial pressure in all expense categories and since we are fully built out we will have no place to go but increasing fees or decreasing services.

So in response, your board will continue to attempt to find creative solutions for these and the myriad of other challenges that develop to keep the cost of living in our community reasonable. More than ever we need people to volunteer for committees, to run a program and to serve on the board. We need some fresh voices and new energy to come forward and work cooperatively to bring this community into the future.

### **Spectrum Negotiations Update:**

Basic terms for the new contract are being finalized. The bronze package will be available to all cottages at a monthly rate of \$60.80 plus fees and taxes of approximately 18% (exact number to be determined). The download speed will increase to 100 MBPS; upload speed will be 10 MBPS. The proposed contract is being reviewed by our attorney as there are several unacceptable terms to be negotiated. Equipment may need to be updated next year; details will be provided at a later date.

### **Board President Comments:**

L. McLaughlin thanked the Board, community members for participating in the meeting and for their comments and suggestions, J. Eng for running for office, the interpreters and asked community members to join committees. She is hopeful that we will be able to begin community events in future. Any suggestions for safe, socially-distanced events should be sent to the Social Committee.

### **Community Open Forum:**

R. Biedenbach - very happy here; thanked Board for their service

S. Reed - there is a line item on the budget regarding cable/internet. Is that included in the HOA Fee?

Response – No, the HOA pays the Internet/Cable bill for all homeowners and Internet/Cable monies appears as income and expense item on the budget; however, they wash each other out. The \$325 is the HOA Fee and does not include the Internet/Cable fee.

J. Eng - traffic not stopping at stop sign at Fairwood, near 100 building.

Response – will send a reminder note to Greenwood Cove; please note make and/or model of car or license plate number and provide to any Board member for follow up.

- Individuals are not picking up after their dogs.

Response - please try to provide a Board member with individual's name, if known, or breed/color of dog for follow up.

J. Thomas - proposed placing a speed bump to reduce traffic speed

Any additional comments or questions may be directed to any Board Member.

**Community Meeting Adjourned at 5:43 p.m.**