

**ROLLING RIDGE CONDOMINIUM ASSOCIATION  
MEETING VIA ZOOM**

**OCTOBER 23, 2023**

The meeting was called to order at 7:00 pm.

**Attendees:**

Kelly Burcham – President  
Nick Yacoub – Vice-President  
Justin Prompovitch -- Treasurer  
Carol Potter – Secretary  
Lisa Cornaire – Property Manager

**Homeowners Present:**

Eugene Delgaudio

**Homeowners Forum**

No Issues presented. Mr. Delgaudio thanked the Board for all their hard work and care for the RRCA community.

**Approval of Minutes:**

Motion made to approve meeting minutes for August 28, 2023 seconded and approved.

**Old Business**

No Old Business.

**New Business**

Landscape contract – Board reviewed three quotes for landscape services. Motion to go with Greenscape Inc. in 2024 was unanimously approved. Lisa will ask if we could sign for one year with the option of signing for the following two years at the prices quoted in the proposal if the work is satisfactory.

2024 Budget – The Board reviewed the reserve study in preparation for the budget review. The 2023 Budget Profit and Loss from January through September 2023 was reviewed. The board considered two scenerios -- the 2024 draft budget with 5% dues increase and a draft budget with 10% dues increase. Both are tight and very little room is left for emergencies; the Board voted 3 in favor and 1 opposed, to increase the dues 11%.

Carol will include in the winter newsletter a list of all the upcoming projects in 2024.

Code of Conduct – Kelly submitted a suggested list of rules for all Board members to follow and sign their names. Carol objected to the signing. After discussion, the issue was tabled until the November annual meeting (after the annual). The document will be softened to be suggested guidelines with no signature required.

ARC Guidelines Revisions – Reviewed and edited. Some language changes, changes to fence and deck colors, and clearer explanations of requirements. The Board voted unanimously to accept the changes and the updated document will be placed on the RRCA website. Carol will include a mention of this in the winter newsletter.

### **Management Report**

2022 Audit - Approved at the last meeting; Lisa is waiting on the final report from the auditors.

Annual Meeting Notice -- Lisa will send out the budget with the annual meeting notice. Carol has been asked to include in the newsletter that, if homeowners use coupons, the books will be mailed in December. If homeowners use ACH, they will receive a letter informing them of the new amount. Both coupons and letters are coming from Truist Bank and Carol has been asked to include that information in the newsletter.

### **Closed Session.**

The meeting went into closed session at 8:35 pm to discuss accounts in legal and in arrears.

### **Open Session**

The meeting went back into open session at 8:57 pm.

### **Adjournment**

The meeting was adjourned at 8:58 pm.