

2024 Curtis Farms HOA Annual Meeting

Date: 08/05/2024 6:30 PM - 7:30 PM

Location: Curtis Farms Park

1. Call to Order

- Welcome and introduction by the President

2. Election of Board Members

- Announcement of positions available for election
 - **President:** The President is the leader of the Association. Responsibilities include presiding over all meetings, ensuring that orders and resolutions of the Board are carried out, and representing the Association in official matters.
 - **Vice-President:** The Vice-President acts in place of the President during their absence. Responsibilities include assisting the President and undertaking special projects as assigned by the Board.
 - **Secretary:** The Secretary is responsible for maintaining the official records of the Association, including meeting minutes, correspondence, and membership records. The Secretary also handles communication with members.
 - **Treasurer:** The Treasurer manages the financial affairs of the Association. Responsibilities include overseeing the budget, maintaining financial records, collecting dues and assessments, and preparing financial reports.
- Call for candidates
 - Open floor for nominations
- Voting process
- Announcement of results
 - President & Secretary: Brandon Tolle
 - Vice President: Stephen Wahrenberger (thanks Stephen!)
 - Treasurer: Mary Powell

3. State of Finances (as of 5/31/2024)

- Presentation by the Treasurer
 - Outstanding dues
 - Association Dues 2022 \$7,526.00
 - Association Dues 2023 \$3,045.00
 - Late Fee 2023 \$1,035.00
 - Association Dues 2024 \$5,120.00

- Late Fee 2024 \$1,620.00
- **Accounts Receivable Total: \$18,346.00**
- Current Assets
 - Operating cash: \$16,184.17
 - Reserve cash: \$40,344.87
 - Accounts Receivable (see above): \$18,346.00
 - **Total Assets: \$74,875.04**
- Current annual expenses

Description	Annual Budget
Accounting- Federal Taxes	\$ 225.00
Insurance	\$ 2,500.00
Legal	\$ 1,200.00
Management Fees	\$ 4,800.00
Misc. Administrative	\$ 200.00
Postage	\$ 1,200.00
Real Estate Taxes	\$ 755.00
Web Site	\$ 120.00
Landscape Contract	\$ 2,100.00
Pond Maintenance	\$ 2,000.00

- Financial outlook for the upcoming year

Description	Annual Budget
Association Dues	\$ 17,255.00
Estimated Unpaid Assessments	\$ (2,588.25)
Late Fees	\$ -
Total Income	\$ 14,666.75
Total Operating Expense (see above)	\$ 15,100.00
Net Income	\$ (433.25)

- Q&A
 - Q: How are we handling non payment of dues?
 - Today, we all we do is send additional notices and charge late fees. Now that we have an elected board, Brandon committed to following up with the new board to discuss next steps for those that are behind.
 - Q: Why do we pay a management company to handle finances?

- Chris (our last president) made this decision as he was departing to ensure someone was overseeing the finances of the association. We have the option of canceling our service with the firm we have contracted with and taking over that responsibility. If this is what we intend to do we will just need a willing treasurer to keep a detailed record of expenses and statements of accounts for each home. (thank you to Mary for being willing)

4. Amendments to Declarations

- Previous Amendments
 - Voting amendment: Passed
 - Allows the members to pass new amendments with simple majority (50%)
 - Leasing amendment: Not passed
 - This amendment expired and we would need to re-propose it.
- Presentation of proposed amendments by the Board
 - Above-ground pools
 - Electronic delivery of notifications
- Distribution and collection of additional ballots if completed
- Ballots must be submitted by Monday, September 30th, 2024
- Q&A
 - Q: What other stipulations does the HOA intend to implement for above ground pools? The amendment is not clear enough on that and makes it hard to vote for!
 - Understood. While the language in the amendment was in part advocated for by our attorney, the board can produce a list of additional guidelines that will be implemented upon passing that amendment. Sorry for the confusion this may have caused.

5. Park Improvements

- Pet waste station installation: Pet Butler will be installing two new pet waste stations;
 - At the park
 - At the front of the pond property, by the sidewalk
- Presentation of proposed park improvements
 - **Improving Equipment:**
 - Discussion on upgrading current playground equipment.
 - Ideas or requirements of new equipment
 - Feedback from the meeting:
 - Possible that we should keep the park gear toward smaller children given that the park down the road is geared toward older children.
 - Generally positive sentiment around this improvement.

- **Adding a Dog Park:**
 - Dedicated dog park area
 - Proposal for the location, fencing, and amenities (waste disposal stations, water fountains, etc)
 - Feedback from the meeting:
 - This is something folks are interested in.
 - Concerns of additional liability are duly noted.
 - Suggestion to the board: consider the pond area for a dog park as well.
- Q&A
 - Q: Where is the pond?
 - The pond is located behind the properties on Firestone Dr. You enter that area in the gap between 131 and 139 Firestone Drive.
 - Q: Could we add a footpath from the front of the property to the pond? It is unclear where the property lines are between the HOA property and folks that live next to it.
 - Noted. The board will discuss this as a possible improvement in 2025!
 - Q: The park is poorly lit. Can we fix that?
 - The challenge we have noted here is the electric. The board will look into the cost of getting electric run so we can install a couple light poles.
 - Q: Is there more we can do to patrol or police this area? I have seen teenagers engaging in inappropriate activity in the park, even in the daytime!
 - Please feel free to report this sort of stuff to the City of Delaware police
 - For emergencies: 911
 - For non-emergencies: 740-203-1111
 - You are also welcome to email/text/call me with the info and I can get in touch with the city on behalf of the neighborhood!
 - The board will look into some other deterrents (like additional lighting) if this issue persists.
 - Q: What is going on with park maintenance? This place has been a mess until very recently.
 - Heard and agreed. The board is having a multi-course treatment for weeds done right now. New mulch has been added and the playground area has been weeded multiple times. We are still working on getting weeds under control. It can take a few treatments to make that happen. Please keep the feedback coming.

6. Block Party Planning

- Discussion of details for the upcoming block party
 - Saturday, August 24th at 3pm

- Activities and entertainment options

7. Open Floor for Member Comments

- Opportunity for members to voice concerns, suggestions, or questions
- Open discussion on any other community matters
- Meeting notes: We didn't have much other feedback! We really appreciate everyone's participation.

8. Adjournment

- Closing remarks by the President
- Adjournment of the meeting