

Villas at Orchard Hills
Board of Directors Meeting Minutes

Date: December 5, 2024

Time: 6:00 PM

Location: Orchard Hills

Attendees:

Brad Miller – Board President

Cathy Wyant – Vice President

Wyatt Boston - Board Member

Lynette Stoute - Secretary

Jeff Horner - Property Management by Design

Meeting Minutes

1. 2025 Annual Budget

The proposed 2025 Annual Budget was reviewed in detail by the board. After discussion, the board voted unanimously to approve the budget as presented.

2. Insurance Policy Review

The board discussed the current HOA insurance policy. Brad Miller and Lynette Stoute will continue working with the insurance provider to review policy options and deductible amounts. It was noted that deductible increases may be necessary, and the board may recommend that all owners obtain **Loss Assessment Coverage** as part of their individual homeowner insurance policies.

3. 2025 Annual Meeting Planning

The board set the date for the 2025 Annual Meeting as April 21, 2025. Lynette will work on securing a meeting location, which will be included in the formal homeowner notice.

Due to ongoing issues with not reaching quorum—resulting in an average of \$350 per rescheduled meeting in mailing and location fees—the board unanimously agreed to adopt a \$100 fine within the HOA's Rules and Regulations. This fine will apply to any homeowner who does not attend the annual meeting or submit a completed proxy form designating someone to attend and vote on their behalf. The proxy form will allow owners to specify how their proxy should vote on agenda items. Property Management by Design was directed by the board to update the Rules and Regulations accordingly.

4. Delinquent Accounts

The board reviewed the status of delinquent accounts. The property management company reported that most owners are current on dues. The two remaining delinquent owners will be served formal notices by the association's attorney, with the intent to file for judgment and place liens on the respective properties if payment is not received.

Adjournment

There being no further business, the meeting was adjourned at **7:00 PM**.
