

Berwick Plantation Board Meeting Minutes

Aug 16, 2023

Meeting was called to order at 6:07 pm at the Enclave Clubhouse

Directors Kovach, Ealy, Cline, Guarino, Reinisch were present. Mr Schreiber and Mr Rowden were also present representing the management company. Directors Martinez, Griffin were absent. The board asked Mr Schreiber to contact Ms Martinez and Mr Griffin to find out about their intentions to serve on the board in the future.

The newly elected slate of officers for the term are Kovach-Pres; Cline-VP; Ealy-Treas; Guarino-Sec.

The board approved the annual minutes without changes.

Further conversation regarding "Plantation" name on signage and advertisements/publicity was had after reviewing option of using DBA. Mr Rowden to look at removing the 'Plantation' portion from any signs or securing new signs if costs allow. Mr Schreiber will adjust non-legal paperwork and the website, including URL if possible to reflect just Berwick.

The board discussed several low areas on the walk way. Mr Rowden said the last inspection showed the walkway might benefit from sealing instead of repairs. Board instructed to get a quote. Discussion to raise low areas was limited to paving over the top as filling in with new dirt would become cost prohibitive. Mr Rowden is also getting a quote to do a one time edging project along the walkway and the landscaper would take over continued maintenance. Also trimming of vegetation along the communities' side was discussed but Mr Schreiber to contact the Stonelake beforehand for assistance before securing a quote to any trimming.

Mr Schreiber presented the Jan – Jun Financials. Mr Schreiber presented delinquent accounts, all from Southbridge at Berwick owners. As of Aug 16, 45 owners were delinquent, 28 of them from this year and 17 owe for multiple years. In addition Mr Schreiber had to bill 7 owners in SB that hadn't reported home completion. 5 Owners remain on the books with Alliance Collection Services that haven't been resolved. Board also discussed need to look at a reserve audit for possible adjustments to reserve categories and future funding. Board also would like to keep wreathes on the front sign as in years past which will necessitate the purchase of 1-2 replacements.

The board discussed a preliminary budget for 2024 with only a \$10 special assessments but no assessment increases. The board voted to hold the assessment at the \$84 rate and Mr Schreiber to inform the delegates/communities.

The board decided on a pre-meeting for the budget discussion on Oct 4. If any issues are still outstanding, the board will keep it's originally planned meeting on Nov 8. The continuing management contract will also be discussed.

Meeting was adjourned at 7:40 pm

Submitted by Mr Schreiber Aug 18, 2023