HOA Board meeting 11-14-2020

Saturday, November 14, 2020

9:00 AM

Attendees:

Carol Wright

Andy Brown

Marlene Brushaber

Rodney North

Agenda:

·       Financial Review

o   Budget vs Actual YTD - spending is in line with budget; added another $3k to reserves

o   $18k in Reserves (Deck Painting was paid from Reserves)

·       Summer Maintenance

o   Deck painting and repair is done

o   Dumpster housing was painted

o   Gutters cleaned

o   Tree spraying

o   2 major roof repairs (including removing heat tape and re-installing after roof repairs)

·       Documentation fees

o   When new homeowners seek a mortgage, mortgage lenders will send the HOA an HOA survey. These surveys can take 1-3 hours to complete, but we don't know the length of the survey until after we've received the survey.  Typically, Courtney, our bookkeeper, completes these surveys.  Our arrangement with Courtney is that we pay her a set monthly fee with a set number of hours - any effort beyond that hour limit is charged on an hourly basis.  The board proposed and voted to add a $50 documentation fee for each lender survey that we complete in case we need to pay Courtney for extra hours of work.

·       Snowplowing - James is doing our snowplowing this winter; we have put out three sand buckets this year in case the driveway is icy and extra traction is needed

·       Heat Tape - The units that have heat tape should turn on heat tape to keep ice dams from forming on roofs and doing further damage.

Respectfully Submitted,

Marlene Brushaber/Secretary