

Meeting Notes 09/15/2022

Called to Order 6:31 pm

In attendance: Margaret, Roseanne, James, Megan

Absent: None

Quorum met

Approval of Minutes: July minutes were approved.

President's Report: None

Treasurers' Report:

1. As of 08/31/2022:

Operating Funds: \$102,880
Reserve Funds: \$31,154
Delinquencies: \$8,262 (\$2,540 allowance for doubtful debts)
Special Assess Del: \$6,702

Total: Delinquencies: \$14,964

2. Reviewed a Haskell Termite billing error. T.C. will check in to it and will report back to the board.

President's Report: None

Manager's Report

1. Delinquent letters sent.
2. Violation notices sent.
3. ADT contract received.
4. Final payment made to Green Minority, project is now officially completed.
5. Rough draft of budget sent to board.
6. Annual Meeting Notice mailed.

Old Business:

1. Roofs: Unit 102's damage has been repaired by Green Minority. Green Minority received final payment. All roofs now have moved to warrantee coverage. Unit #72 was inspected prior to sale and it was noted that the dryer vent was not connected. T.C. to contact Green Minority to have corrected.
2. Fences: Project is proceeding, to date building's 5, 6, 7, 8 old fencing has been taken down and building's 7 & 8 new fencing is being installed. The question of the downspouts was discussed and the board will clarify with Charlie that the downspouts will be put back as they were originally installed.
3. Fobs: T.C. is waiting on ADT to schedule for technician to arrange meeting.
4. Tree trimming: Has been postponed until after the fence project is completed. At that time it will be rescheduled.
5. Budget: budget workshop has been scheduled on 10/6/22 (4 PM) at Ameri-Tech offices. A notice will be posted.

New Business

1. Compliance Committee: The committee has been formed. T.C. gave a brief overview of a compliance committee's responsibilities and procedures. T.C. will look in to seeing if there are any training modules available for the committee members. A motion was made establishing the compliance committee. Three members were in attendance:
 - a. Marina Brigati
 - b. Joe Anchors
 - c. Vera Gateva
 - d. Two (2) alternate members have volunteered to assist.
2. Delinquencies: Margaret has called seven delinquent unit owners and was able to speak with two, who will contact Ameri-Tech to settle their past due fees.
 - a. T.C. will contact attorney and advise to begin foreclosure proceedings on unit #114. Roseanne initialed the tracking form and gave it to T.C.
3. Website: Reviewed what is on the website. Susan will send any missing minute notes and newsletters to Ameri-Techs webmaster to upload.
4. Lawns: T.C. is getting two additional lawn service bids (Cutwrite & John Evans).
5. Pool: T.C. getting bids for pool cleaning services and has an appointment with Bellaire Pools.
6. Applications and fees: Current application fee is \$100. Board increased this fee to \$150 and established a separate fee for background checks of \$50 per person.

Comments: None

Adjourned 8:25 PM

Next Meeting: October 6, 2022 (Budget Workshop in lieu of regular monthly board meeting)

Motions:

Motion: To waive reading of July's minutes. Megan, 2nd Margaret, 4 in favor/0 opposed.

Motion: To accept July's minutes as presented. James, 2nd Margaret, 4 in favor/0 opposed.

Motion: To approve Compliance Committee. James, 2nd Megan, 4 in favor/0 opposed.

Motion: To approve the increase of the application fee from \$100 per application to \$150 per application. Established a fee of \$50 per person for background checks. James, 2nd Margaret, 4 in favor/0 opposed.

Motion: To adjourn at 8:25 PM. Roseanne, 2nd Megan, 4 in favor/0 opposed.