

March 2022 Colonial Gardens Homeowners Association Board Meeting Minutes

3/19/22 held via Zoom at 10:00am

In Attendance:

Aaron Eames, Krystal Zamora, Dan Stitt and Kaitlyn Linford (HOA Management)

1. Board meeting was called to order at 10:00am via Zoom Meeting.
2. Jan Board Meeting Minutes were presented to the Board at the meeting. Minutes were previously approved via email.
3. Financials: As of Feb 28, 2022 the acct balances were: Operating \$8408.15 and Savings \$27,255.38. There are 7 Owners who have fallen behind HOA dues, and 4 that need to finish paying their annual roof assessment. All have been notified and are working on getting caught up. The Account Register was reviewed about expenses and income. The profit and loss statement was reviewed and stated that the HOA is currently under budget or on budget in most categories. The HOA is currently a little over budget in snow removal from needing ice melt, Insurance, Water & Trash.
4. The 2023 Budget was presented with HOA dues at \$150, \$160, & \$165. With increases to trash, sewer/water prices, and landscaper/snow removal prices an increase is needed to keep the HOA financially stable for its expenses. It was discussed that the HOA has come a long way and needs to remain in good financial standing so that it does not return to its previous financial state. The Board approved the budget at \$165 per month that will begin Jan 2023. Owners will be notified at the 2022 Annual Owners Meeting.
5. A new Management Agreement was presented to the Board to review. The Board was told to discuss the increase of change from \$10/door/month to \$11/door/month and to get back to Kaitlyn with their decision. The Board voted that no further discussion was needed and that they approved of the change and to accept the new Management Agreement.
6. Annual Meeting: The time of the Annual Meeting is needed to be changed to 9:30am. The Meeting will take place on May 7th via Zoom. Dan Stitt is up for re-election and Krystal Zamora is selling her unit and her seat on the Board will also need to be filled. The Agenda was reviewed and approved. The Rules were reviewed by the Board. No change was discussed to be made. Rules will also be presented at the Annual Meeting as it is every year. The 2021 Completed Maintenance list & 2022 Proposed Maint list was reviewed and was approved by the Board. All documents will be presented at the Annual Meeting.
7. Rules & Regulations: Residents have recently been sent violations for parking, smoking and pet waste. Pet waste has seemed to get a little better since letters were issued.
8. Landscape Estimates were presented from Absolute Outdoors and Graham Enterprises. The Board reviewed the estimates and voted to approve the Absolute Outdoors contract.
9. Maintenance: Completed maintenance items were discussed along with upcoming items that need to be completed, including trimming of 3 large trees in the common area and hopefully repair to the brick wall.

10. Owner Request: An owner made a request about the final roof assessment payment and an issue they had with their lender making the final payment at time of close. The Board discussed the owner request and Kaitlyn will notify the Board of the decision. Due to the request being financial related it is closed item to owners.
11. Next meeting to be the Annual Meeting on May 7th at 9:30am. Meeting adjourn at 10:52am.