

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING

Meeting Minutes
September 15, 2020

I. Call to order

President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 7:07 p.m. on September 15, 2020, via conference call on Zoom due to the Covid-19 quarantine.

II. Board Members Attending

Board Members: Suzanne Allen, Nancy Creel, Tamaria Raleigh, and Linda Dickson.
Burke Management Group: Brittany Turner.
Residents and Guests: Lorie Foster, Kathy Jose, K. Potter, Joanne Regan.

III. Open Forum

Open Forum held.

IV. Community Police Report

Michael Youlen submitted his report for August 18, 2020, to present, via email to the Board and Management on September 15, 2020.

V. Approval of the August 18, 2020, Minutes

The minutes of the August 18, 2020, Board meeting was reviewed previously by email. Motion to pass the August minutes was made by Tamaria and seconded by Linda. Motion is passed.

VI. Financial Report

Management and the Board reviewed the August 2020 financial report. The Association operating account balance is \$21,891.45, total investments are \$129,938.18. Total assets are \$204,798.90.

VII. Old Business

a) Maintenance/Repairs Update

- Affordable Wildlife Solutions advised Management that the work on Caspian Way is almost completed.
- On August 28, Management received a report of a clogged condensate line at Building 2. One homeowner was non-responsive so a plumber worked on the lines from the units that were accessible and Management had a staff member unclog the one line from outside.
- A street lamp at Caspian Way was repaired by Turner.

VIII. New Business

- a) Fireman's Pressure Washing submitted a bid to Management for power washing of all seven buildings at a cost of \$7,091.43. Management received a hand-submitted bid from Bryant but it was too late to share with the Board. Management will forward a copy of Bryant's bid to the Board via email and the matter will be discussed at the October meeting.

- b) A L & L Tree Trimming – the neighboring daycare center by Caspian Way contacted management on August 19 regarding HS trees growing into the new trees they had planted along the boundary. A L & L reviewed with Management and submitted a bid for \$625 to trim HS trees. Management emailed the Board on August 26, 2020, for an email vote to expedite the work. The Board unanimously agreed to accept the bid from A L & L to complete the work. Nancy made a motion to ratify the Board’s email vote on August 26, which was seconded by Tamaria. The motion is passed.
- c) Replacement planting – Management will work with A L & L to schedule the planting in the fall.
- d) Newsletter – discussion regarding items to add to the November newsletter. Will include information regarding maintenance of condensation lines along with other items.

IX. Executive Session

Motion was made to adjourn to Executive Session for legal discussion at 8:01 p.m.

X. Open Session

The Board returned to open session at 8:24 p.m.

XI. Adjournment

Linda motioned to adjourn the meeting which was seconded by Tamaria. The meeting was adjourned at 8:25 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____