

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING
Meeting Minutes
October 19, 2021

I. Call to order

President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 7:02 p.m. on October 19, 2021, via conference call on Zoom due to Covid-19.

II. Board Members Attending

Board Members: Suzanne Allen, Nancy Creel and Tamaria Raleigh.
Burke Management Group: Joyce Mullins.
Residents and Guests: Michael Youlen and Elizabeth Smith.

III. Open Forum

Open Forum held.

IV. Community Police Report

Michael Youlen presented his report for September 21, 2021, to present.

V. Approval of the September 21, 2021, Minutes

The minutes of the September 21, 2021, Board meeting was reviewed previously by email. Motion to pass the September minutes was made by Tamaria and seconded by Nancy. Motion is passed.

VI. Financial Report

Management and the Board reviewed the September 2021 financial report. The Association operating account balance is \$18,466.59, total investments are \$130,248.63. Total assets are \$203,928.76.

A draft of the proposed 2022 budget was presented by Management. The proposed budget was adjusted to reflect expected increases in electric, water/sewer, insurance, trash and management fees. The Board will review and discuss at the November meeting.

VII. Old Business

a) Maintenance/Repairs Update

- Management has been in communication with owner at Building 3 regarding squirrels in attic. The squirrels have been removed but Management will follow up with Turner to make sure necessary repairs are done to eliminate access points to the attic and roof areas by the squirrels.
- Management received color samples from RGS regarding materials for the balcony replacements. Management will set an appointment to meet on site with Board members and RGS to choose the colors and discuss storage of materials during construction.
- Turner reported that the photocells that have been replaced were old and suffered water intrusion which caused the malfunctions. Turner has provided a detailed list of the photocells that have been replaced to date.

- Management has regularly toured the community and has not found any significant trash pick-up issues. Large items were relocated to allow access to the dumpsters by American.
 - A L & L removed a downed tree limb at Building 3 on Niki Place.
 - Management contacted the janitorial contractor regarding cleaning issues.
 - Management reports a resident complaint that a child's bike left out had the front wheel stolen. Management informed Michael Youlen.
 - Management to check with A L & L on the status of the plant bed refurbishment on Caspian Way.
- b) Zoom Resolution – All Board members have reviewed the new policy resolution. This resolution will govern how the Association conducts Annual, Board and Committee meetings during times such as the Covid 19 pandemic when residents cannot meet in person. Nancy made a motion to accept Policy Resolution 21-01 as written which was seconded by Suzanne. Board members will arrange with Management to sign the resolution which will be mailed to all unit owners and posted to the website.

VIII. New Business

- a) Olde Towne Landscaping presented a bid for snow removal from November 2021 through March 2022. There were increases from last year's bid – plow truck from \$95 per hour to \$125 per hour; skid steer from \$125 per hour to \$150 per hour; loader from \$170 per hour to \$175 per hour. Prices for shoveling/snow blowing increased from \$37.50 per man hour to \$46.50 per man hour. Suzanne made a motion to approve the bid which was seconded by Nancy.
- Second draft of the November 2021 newsletter was approved to post onto the website upon addition of final article regarding City schedule for waste management. Newsletter will be posted to the website by Thanksgiving.

IX. Executive Session

Motion was made to adjourn to Executive Session for legal discussion at 7:45 p.m.

X. Open Session

The Board returned to open session at 8:03 p.m.

XI. Adjournment

Tamaria made a motion to adjourn which was seconded by Suzanne and the meeting was adjourned at 8:03 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____