

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING
Meeting Minutes
November 16, 2021

I. Call to order

President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 6:59 p.m. on November 16, 2021, via conference call on Zoom due to Covid-19 protocols.

II. Board Members Attending

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

III. Open Forum

No Open Forum held.

IV. Community Police Report

Michael Youlen presented his report for October 19, 2021, to present.

V. Approval of the October 19, 2021, Minutes

The minutes of the October 19, 2021, Board meeting was reviewed previously by email. Motion to pass the October minutes was made by Suzanne and seconded by Tamaria. Motion is passed.

VI. Financial Report

Management and the Board reviewed the October 2021 financial report. The Association operating account balance is \$28,746.77, total investments are \$130,267.43. Total assets are \$214,269.73. Management confirmed the loan maturity date is September 10, 2023. A deposit to the Reserves account will be done before the end of 2021.

The draft of the proposed 2022 budget was reviewed with Management. The proposed budget was adjusted to include an increase of 2%, or an additional \$8,880, to the budget to make sure that the Association can cover the increasing water fees. Management will update the proposed budget and distribute to the unit owners prior to the annual meeting in January.

VII. Old Business

a) Maintenance/Repairs Update

- Management and Board members met with RGS on October 25 to review the proposed work for the four balconies on Building 1 as well as to pick a color for the decking material. RGS will begin the work after materials are obtained. On November 16, Management and RGS set a date of November 30, 2021, to begin the work to replace the four balconies.
- Management completed a walk-thru with A L & L on October 25, 2021 to review the completed landscaping work on the plant beds at Caspian Way.
- Turner did an evening inspection for burnt out lighting on October 27, 2021. He reported and repaired the lighting that was out and replaced a photocell and bulb on Caspian Way.

- Turner has been monitoring a water leak at 9330 Caspian Way. He checked all external drains and found no problems. He used moisture detectors to determine if there were any issues and found no issues. All readings were normal. Management will monitor this situation.
- Turner replaced battery in a smoke detector at Caspian Way.
- Management reported a stair riser to be repaired at 9320 Niki Place.
- Management has been in contact with owner at 9230 Niki Place regarding re-painting of unit door.
- It is reported that Dumpster 2 has large items that need to be removed.
- Management reports that A L & L will be scheduling the fall leaf removal soon.
- Management will be following up with the wildlife management company regarding the squirrel infestation at Niki Place.

b) Zoom Resolution – Management will obtain one more board member’s signature and then the Resolution can be mailed to the unit owners.

VIII. New Business

No new Business.

IX. Adjournment

Nancy made a motion to adjourn which was seconded by Tamaria and the meeting was adjourned at 7:39 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____