

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

Meeting Minutes
September 20, 2022

- I. Call to order
President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 7:00 p.m. on September 20, 2022, via Zoom conference call.
- II. Board Members Attending
Board Members: Suzanne Allen, Tamaria Raleigh, Romina Peinado Wagner and Nancy Creel.
Burke Management Group: Joyce Mullins and Robbie Terrant.
Residents and Guests: Michael Youlen, John Miller, Jackie Schaer, and Glenn Powell.
- III. Open Forum
Open Forum held.
- IV. Community Police Report
Michael Youlen presented his report for August 16, 2022, to present.
- V. Approval of the August 16, 2022, Minutes
The minutes of the August 16, 2022, Board meeting was reviewed previously by email.
Motion to pass the August minutes was made by Tamaria and seconded by Suzanne. Motion is passed.
- VI. Financial Report
Management and the Board reviewed the August 2022 financial report. The Association operating account balance is \$40,296.44, total investments are \$103,149.13. Total assets are \$199,363.94. Management to determine what are the current Certificate of Deposit rates.
Discussion regarding 2023 Budget which Management will draft and forward to Board to discuss at the October meeting.
- VII. Old Business
 - a) Maintenance/Repairs Update
 - Management to contact American Disposal to replace missing recycle bins at the four dumpsters. Management will advise the Board.
 - Tree removal on Niki Place and Caspian Way was completed on August 12.
 - Management reports that Turner completed an inspection of roof/chimney fresh air vents on Niki Place on August 20. All buildings are intact and there are no signs of animal intrusion or attempts to intrude. However, it was noted that the fresh air piping is not attached to the vent itself and the animal vent guards that were installed. Turner recommends these be reattached soon. No immediate concerns were found and Turner also corrected any loose or missing metal as well as exposed nail heads.
 - There were two reports of a homeless individual sleeping in the hallway at Building 1. Resident was advised to contact the City Police.

- On August 23, Turner made repairs to handrails and stair treads at Building 6. Turner also made adjustments to a unit door in Building 1 that was not closing properly.
 - Turner inspected an area at Building 5 regarding drainage and standing water in the yard. Resident was advised that this was a design of the building and not to modify the current placement.
- b) Animal Intrusion Remediation – Resident at Building 3 contacted Management on September 7 regarding animal noises in walls. Critter Gitters was contacted and discovered traces of squirrels and mice. Management emailed a proposal to the Board from Critter Gitters for \$2,239 to trap and remove the animals, treat the area, seal around the chimney and roofline gaps and fog attic with disinfectant. The Board approved via email on September 7, 2022. Nancy made a motion to ratify the Board’s email vote which was seconded by Tamaria. The motion was passed.
 - c) Turner removed a substantial clog from a downspout at 9300 Niki Place on September 8.
 - d) Trash – Management advised that the American Disposal billing for July and August did not include any credits for missed pick-ups. Management will monitor future billing for credits due to the missed pickups.

VIII. New Business

- a) Parking Passes – the Board requested Management to issue new parking passes. Current parking passes were issued in 2019. Management will research colors and prepare to issue new parking passes to residents/owners this fall. The beginning date for towing on violations will be December 1, 2022. Management will coordinate distribution of new passes.
- b) Discussion regarding tow company - are they still checking the community for violations? Management will contact DTR and advise the Board.

IX. Executive Session

Motion was made by Suzanne to adjourn to Executive Session for legal discussion at 8:04 p.m.

X. Open Session

The Board returned to open session at 8:40 p.m.

XI. Adjournment

Nancy made a motion to adjourn which was seconded by Tamaria and the meeting was adjourned at 8:41 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____