

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

Meeting Minutes

June 20, 2023

I. Call to order

President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 7:01 p.m. on June 20, 2023, via Zoom conference call.

II. Board Members Attending

Board Members: Suzanne Allen, Romina Peinado Wagner, and Nancy Creel.

Burke Management Group: Crystal Terrant, Joyce Mullins and Robbie Terrant.

Residents and Guests: Michael Youlen, Marta Kiel, Jackie Schaer, Luis Aguirre, John Miller, Joanne Regan, John Wilson III, and Gordon Landsdowne.

III. Open Forum

Open Forum held.

IV. Community Police Report

Michael Youlen presented his report for May 16, 2023, to present, and advised residents on resolution of ongoing issues.

V. Approval of the May 16, 2023, Minutes

The minutes of the May 16, 2023, Board meeting was reviewed previously by email. Motion to pass the May minutes was made by Romina and seconded by Suzanne. Motion is passed.

VI. Financial Report

Management and the Board reviewed the May 31, 2023, financial report. The Association operating account balance is \$75,006.23, total investments are \$103,459.06. Total assets are \$241,247.87. Management is still working on the status of the credits due on the accounts with American Disposal and Doody Calls. Management is working with Doody Calls to correct their invoicing.

VII. Old Business

a) Maintenance/Repairs Update

- American Disposal was contacted to request replacement recycling bins for all dumpster areas. American quoted a price of \$75 per recycling tote which was approved by the Board via email on May 18. Delivery of the replacement bins was confirmed on June 13.
- Management contacted Old Towne Landscaping to walk the property with Board and Management for tree inspection. Walk-thru was completed on June 1.
- Management also completed the on-site spring inspection on June 1.
- A L & L was also contacted about falling tree branches and dead shrubs for removal and replacement. Management and A L & L walked the property on June 6.
- Turner completed a chimney repair on May 31.
- Management advised that Bryant Power Washing emailed to confirm completion of dumpster pad cleaning on May 25.

- Management was contacted by American Disposal on May 24 and again on June 5 to advise that trash pick-up would be delayed until the following day.
- b) Entry Door Security – Management mailed Special Assessment invoices to homeowners on June 7, 2023. Owners are given the option to request monthly payments if a one-time payment is not possible. Owners were advised to contact Management to request a payment booklet. Management met with Baldino’s and Blackwell Electric on June 13 to discuss the contracted work for the entry door security.

VIII. New Business

- a) Old Towne Landscaping – Management presented the proposal from Old Towne for tree trimming and removal of two dead trees for a total of \$7,750, stump removal at \$250 per stump (10) and installation of new trees at \$350 per tree. After discussion, the Board decided that the budget would only cover the tree trimming and removal of two dead trees at a total cost of \$7,750. Romina motioned to accept the bid of \$7,750 which was seconded by Nancy. The motion is passed. The Board made the decision not to grind the stumps or install new trees at this time.
- b) A L & L – Management presented a proposal from A L & L for tree trimming and flower bed renovation at Building 3. Due to the limited budget, the Board decided to delay this work. Nancy and Suzanne will discuss cleaning the plant bed to save the funds.
- c) Romina advised the picnic area on Caspian needs some work. A picnic table should be replaced and the area needs mulching as it is muddy. Management will obtain prices from A L & L for mulch for that area. Management will also research prices and materials for a bench and picnic table for the Caspian Way location.
- d) Romina also advised that repairs are required on the deck walkway to Dumpster 4. Management will have Turner review and make necessary repairs.

IX. Executive Session

Motion was made by Suzanne to adjourn to Executive Session for legal discussion at 8:09 p.m.

X. Open Session

The Board returned to open session at 8:36 p.m.

XI. Adjournment

Nancy made a motion to adjourn which was seconded by Romina and the meeting was adjourned at 8:37 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____