

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING
Meeting Minutes
July 16, 2024

I. Call to order

President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 7:03 p.m. on July 16, 2024, via Zoom conference call.

II. Board Members Attending

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

Burke Management Group: Robbie Terrant and Joyce Mullins.

Residents and Guests: Michael Youlen, Jackie Schaer, Rick Larkin, Sara Gross, Brian Delaney, Erika Elliott, Stephen Pope, and Marta Kiel.

III. Open Forum

Open Forum held.

IV. Community Police Report

Michael Youlen submitted his report for June 18, 2024, to present.

V. Approval of the June 18, 2024, Minutes

The minutes of the June 18, 2024, Board meeting was reviewed previously by email. Motion to pass the June minutes was made by Suzanne and seconded by Nancy. Motion is passed.

VI. Financial Report

Management and the Board reviewed the June 30, 2024, financial report. The Association operating account balance is \$133,757.65, total investments are \$103,961.82. Total assets are \$299,880.12.

VII. Old Business

a) Maintenance/Repairs Update

- On June 25, Turner performed brick mortar joint repairs at 9310 & 9320 Niki Place.
- Management contacted legal counsel on June 25 regarding locking entry doors when some residents had not yet registered for access to their building. Per legal advice, Management notified all outstanding registrants on June 26 by telephone call, voice mail, and door-to-door notice that the system would be operational on July 15, 2024.
- Per request from homeowner, Management had Turner inspect a kitchen leak from owner on floor above. Management assisted with communications between the homeowners.
- Management had Vortex Termite and Pest Control treat for bees at the foundation of 9200 Niki Place on June 27.
- Management met with the Fire Marshal on July 8 to place keys in the Knox boxes at each entry door.
- Vortex continues to inspect and re-bait all rodent stations.

- On July 10, Management placed 34 notices to residents individual doors that have not registered for the entry door system which is going live on July 15, 2024.
- b) Entry Door Security –The door entry system was activated on July 15, 2024. Management has been on-site July 15 and July 16 to work with some updates to the system so that residents can access the building after 8 p.m. Management plans to be on-site Wednesday, July 17, as well, to continue to troubleshoot any access issues. It was discovered that mainly FOB holders were having issues with the system.
- c) Soccer Goal – Management had to re-order the soccer net. Will install when received.
- d) Ratify Proposal for Mortar Repairs on Niki Place – Nancy made a motion to ratify the Board’s email approval of Turner’s bid to repair mortar joints at Building 3 for a total cost of \$470. Suzanne seconded the motion and the motion is passed.

VIII. New Business

- a) Newsletter – Nancy drafted the July 2024 newsletter which was forwarded to the Board for review by email. Suzanne made a motion to approve the newsletter which was seconded by Romina. The motion is passed. Nancy will have the newsletter posted to the website.

IX. Executive Session

Motion was made by Suzanne to adjourn to Executive Session for legal discussion at 7:35 p.m.

X. Open Session

The Board returned to open session at 8:11 p.m.

The Board reviewed four outstanding accounts that have passed the statute of limitations for collection. It is judged that these four accounts are uncollectable. Suzanne made a motion to write-off these four accounts to clear the Association accounts. Romina seconded the motion and the motion is passed.

XI. Adjournment

Nancy made a motion to adjourn which was seconded by Romina and the meeting was adjourned at 8:11 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____