

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
2024 Annual Meeting
Minutes of January 24, 2024

I. Call to order

Management and the Board called to order the annual meeting of the Hunters Square Board of Directors at 7:06 p.m. on January 24, 2024, via Zoom conference call. This was the third attempt to reach a quorum which was successful.

II. Members Attending

Board Members: Romina Laura Peindado Wagner, and Nancy Creel. Suzanne Allen, absent.

Burke Community Management Group represented by Joyce Mullins and Robert Terrant.

Residents and Guests: Tracy Walker, Marta Keil and John Miller. Eight residents were represented by proxy.

III. Proof of Notice of Meeting

Proof of Notice of Meeting was mailed on December 5, 2023, with minutes from January 25, 2023, and quorum was met on the third attempt by attendance and proxy.

IV. Approval of January 25, 2023, Annual Meeting Minutes

Romina Laura Peindado Wagner motioned to accept the minutes of the 2023 Annual Meeting which was seconded by Nancy Creel and the minutes were approved.

V. Financial Review

Management presented the 2023 Balance Sheet and 2023 Operating Income Statement. Total operating cash on December 31, 2023 was \$235,215.00, and total investments on December 31, 2023 was \$103,730.61. Combined with other current assets including prepaid insurance and accounts receivable, Assets for 2023 totaled \$398,425.85. The Reserves account balance is (\$55,027.85). Payments on the association loan of \$464,059.56 obtained in September 2016 were completed in September 2023. Funds allocated to that line item in the budget for the remainder of 2023 and going forward will be deposited into the Reserves account upon the Association's payment of the security door installation on all hall entryways. The Board levied a Special Assessment in 2023 for a total of \$108,766.61 to install electrical outlets and security locks on the 24 hallway entrances.

VI. Year in Review

The following accomplishments for 2023 were noted:

- a) aggressive collection of delinquent assessments;
- b) tree remediation and major tree trimming performed in September 2023;
- c) mulch was replaced at Caspian Way picnic area;
- d) regular contributions to the Reserve Account;
- e) ongoing maintenance to lighting throughout the common areas;

- f) repairs to metal railings at the building entrances due to rust or concrete repairs;
- g) recycle bins replaced at recycle huts;
- h) ongoing repairs to roofs and a/c lines due to critter intrusions;
- i) installation of the hallway entrance security system.

Goals and Projects in 2024 include:

- a) continue maintenance/cleaning of dryer vents, gutters, dumpster pads and any tree removal;
- b) replacement of dryer vent cages due to disrepair;
- c) replacement of picnic tables on Caspian Way;
- d) hallway door painting will continue but not all at the same time;
- e) power washing building exteriors and plant bed remediation;
- f) collections of delinquent assessments;
- g) work on building the Reserves Fund.

VII. Open Forum

No Open Forum held.

VIII. Board Nominations and Elections

No nominations were received for current board positions up for election and one vacant board position.

IX. Executive Session

Nancy Creel made a motion to adjourn to Executive Session for legal discussion at 7:20 p.m. The motion was seconded by Romina Laura Peindado Wagner.

X. Open Session

The Board returned to Open Session at 7:49 p.m.

XI. Adjournment

Romina Laura Peindado Wagner motioned to adjourn the meeting which Nancy seconded and the motion was carried at 7:49 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____