

RR HOA Board Meeting Minutes  
Tuesday, September 12, 2023  
Greenwood Cove Lecture Hall

Call to Order: 6:45 p.m. by L. McLaughlin

Board members present: L. McLaughlin, M.J. Thomas, J. Michels, G. Robbins, C. Lee and E. O'Connell from Crofton Purdue

Community Members present: None

Approval of July 13, 2023 RR HOA Board Meeting Minutes: L. McLaughlin moved to approve; J. Michels seconded. The motion was approved by all.

Variances – L. McLaughlin

- RR 303 extend back patio area to the back corner just before the down spout. The new section would be made up of removable concrete pavers to resemble the existing patio. Approved 5-0.
- RR 304 extend back patio area west to end just inside the existing pergola's footers, with the edges aligning with the existing patio. The new section would be made up of removable concrete section blocks to resemble the existing patio. Approved 5-0.
- RR 1302 install a Sun Setter retractable awning over back patio, attached to the unit's south side above the back door. The color is a green (Spruce) and beige\cream strip. Approved 5-0.

Contract(s) Awarded – L. McLaughlin

- The Homeowners' policy with Travelers and the Umbrella Policy (excess liability) with Greenwich (PPP), deductible is \$2,500 per claim. Homeowners Policy \$23,451.04; Excess Liability (Umbrella) \$1,205.00. Approved 5-0.
- Birchcrest Tree and Landscaping to perform Fall Deep Root Feeding (fertilization) on all our trees and shrubs. The work is to be done late enough in the season for the trees and shrubs to enter dormancy. \$5,500 plus tax. Approved 5-0.
- 701 RR - Birchcrest Tree and Landscaping to remove three (3) dead or dying bushes/shrubs in the east foundation bed, cut and remove remaining roots and replace with three (3) bushes/shrubs. \$770 plus tax. Approved 5-0.
- 701 RR – Birchcrest Tree and Landscaping maintenance to care for red bud tree having girdling root. Tree is located SE corner of unit, air spaded & cut the roots and spread mulch. \$500 plus tax. Approved 5-0.
- 401 RR - Birchcrest Tree and Landscaping to remove dead or dying bush in north side foundation bed and transplant bush currently to the left side of dying bush provided it is a perennial. \$90 plus tax. Approved 5-0.

Committee Reports:

- Electronic Communication – C. Lee: emails have been received on the website; the site will be monitored periodically. Have J. Eng post monthly social events calendar on website also.
- Hospitality – M.J. Thomas: no report
- Policy – M.J. Thomas: no report

- Building & Grounds: no report
- Social: need volunteers

#### Old Business:

- Snow Plowing Request for Bid Proposals
- Landscaping ground maintenance Request for Bid Proposals t – Request for Bid proposals sent out to three contractors.
- Crofton Perdue – start date on the 13 units which have been identified as potentially having water damage due to the white (coil) siding strip being improperly installed in 1-2 weeks. The 13 units that have been identified: 201, 204, 401, 404, 504, 701, 1001, 1003, 1301, 1401, 1403, 1501 & 1601. Residents will be notified before work begins.
- Window weatherstripping complete on 1401's second floor window; 1101 still to be done. E. O'Connell will call them first.

#### Election of Officers:

- Linda McLaughlin – President
- Mary Jane Thomas – Vice President
- Jim Michels – Treasurer
- Cheryl Lee – Secretary
- Greg Robbins – Member at Large

All positions were unanimously approved.

Meeting Adjourned: 7:33 p.m. C. Lee moved to adjourn; J. Michels seconded. Approved 5-0.