

RR HOA Board Meeting, November 10, 2020  
Via Zoom Videoconference

Call to Order: 4:00 p.m.

Board members present: L. McLaughlin, J. Galvin, C. Kastner, M.J. Thomas, C. Lee and S. Brandon with Crofton Purdue

Community members present: M. Carlson, C. Galvin, J. Thomas, L. Lee, A. Drenk, S. McVay, C. Finch, L. Musgraves and F. and N. Weinstein

Approval of September 8, 2020 RR HOA Board Meeting Minutes: M.J. Thomas moved to approve; J. Galvin seconded. The motion was passed.

Variances – L. McLaughlin

1802 – Remove and replace existing plants in front bed (approved 4-1)

803 – Plant three Siberian Spruce trees to the east of unit by walking path (approved 5-0)

1401 – Replace two windows on west side of unit; approved (4-1 abstain)

Committee Reports

*Hospitality* – M.J. Thomas

- Unit 901 has moved in

*Policy* – M.J. Thomas

- No report

*Building & Grounds* – C. Kastner

- Nothing to report

*Social* – J. Galvin

- Majority of events still on hiatus; book club still meeting and will send out information to all residents for interest
- Euchre and Wine Tastings have been suggested by community members as possible virtual events if there is any interest

*Finance* – J. Galvin

- At the end of October 2020 the HOA reported cash balances of \$24,447.92 in the operating account, and \$169,952.34 in the Reserve account. Account balances show us on target for the established funding schedule to cover both long-term expenses and our operating expenses.
- The budget through 10 months ending October 2020 shows operations well within budget. Budget expenses for 10 months of 2020 were estimated at \$224,101 and actual expenditures totaled \$195,390. Individual accounts within the budget varying from our planned expenditures basically represent timing issues. It should be noted that our income is approximately \$5,000 under our plan due to the delay in construction of building 100

when we were not receiving full HOA fees as planned. We are now receiving full HOA fees under the agreement that full fees are due from the sponsor when roof and siding are complete. Expenses not incurred at building 100 offset this shortfall in income.

- We continue to demonstrate sufficient cash on hand both in operating and maintenance reserve to handle planned expenses.
- We will conduct a review of the accuracy of the Reserve Account projections as part of our commitment to insure we are accruing neither too much nor too little to fund our long-term needs.

#### Contract(s) – L. McLaughlin

- Suburban Disposal Corp, 07/01/2021 thru 06/30/2022 (Approved 5-0)
  - Contract increased \$.50 per unit per month plus tax (\$13.50)
- Rochester Window Cleaning Co. Inc. – 2020 cottage gutter cleaning to begin by end of November (weather permitting) (Approved 5-0)
- The Cincinnati Insurance Company Director and Officer Insurance renewal of three-year contract (11/23/20 – 11/23/23) (Approved 5-0)

#### Old Business:

- Yearly Exterior and Property Maintenance has been completed by Crofton per the annual review
- Internet and Cable Renewal contract is still being negotiated with Spectrum
  - Contract language regarding early termination is unacceptable; revisions have been sent to Spectrum for their review
  - C. Kastner states that individuals having outdated equipment may request updated modems and/or routers to boost internet speed by contacting Spectrum.
  - Current contract expires in early 2021
- Ground and Landscaping Maintenance bids were reviewed and a motion made to vote on GJ Romig's proposed contract was made by L. McLaughlin and seconded by J. Galvin. A three-year contract was awarded to G.J. Romig (Approved 4-1)

#### 2021 Budget:

- The proposed budget was discussed; a motion to approve was made by L. McLaughlin and seconded by C. Kaster (Approved 5-0)
- Monthly Fees to be \$398 (\$325 HOA Dues/\$73 Spectrum). The Spectrum fee is based on information received from Spectrum during the initial phase of contract negotiation and there is a possibility, pending final contract, that the fee may increase in 2021. Crofton to send annual letter out to community by end of November with details on the fees and payment options
- Should maintenance expenses exceed budget in 2021, there may need to be cuts made elsewhere (i.e. tree program)

#### New Business:

- Discussion was had regarding Jay R. Gelg's request letter to handle RR's annual audit. Consensus was to stay with Bonn, Dioguardi & Ray LLP through 2021 as they are familiar with the community's history

Community Update:

- Building 100 – some interest in 101 and 103
- 102 RR sold - expected to close end of December
- 2021 Board Meetings to be held the second Tuesday of odd months

Community Comments:

- Were bids solicited from any vendors other than the three discussed this evening? Yes, one vendor provided a one-year bid with no breakout for services; one submitted a bid that was significantly more than G.J. Romig; a third never responded to our request. At least four other contractors were contacted and chose not to bid.
- A question was asked if Birchcrest could handle the weekly ground and bed maintenance. Birchcrest doesn't handle lawn mowing and would need to sub out that portion of the work and that sub-contractor would have to provide the same insurance, tax forms and other information as required by all service contractors hired by the HOA.
- Has Crofton received reimbursement from MNM for lawn repairs? Yes, work is expected to begin this week, weather permitting. If weather not conducive, work will be completed in the spring.
- There is concern about children skateboarding/biking/carting on the paths/roads/hills and the potential liability for RR in case of accident. What can be done regarding this? S. Brandon will check with Crofton to determine what other communities have done.

Meeting Adjourned - Moved to adjourn by J. Galvin and seconded by C. Kastner. The motion passed and the meeting was adjourned at 5:00 p.m.