

2024-03-11 Maryknoll Townhomes Board Meeting

- Directors Present - Joe S, Bob O, John F, Gary K, Paula O, Emery A
 - Directors Absent - Bob F
 - REIS - Charles Freitag
 - Homeowners present - Sue K
1. **Call to Order** - 7:00 pm
 - a. Quorum declared
 2. **Open Forum** (Two minutes each.)
 - a. None present
 3. **Review of the Agenda** - ok
 4. **Secretary's Report**
 - a. Approval of Previous Meeting Minutes - approved, although they may need to be amended later w/r/t expenditures on the common area
 5. **Treasurer's Report**

The bank balances as of 2/29/24:

 - \$72,569.98 Checking
 - \$42,347.27 Reserve
 - \$114,917.25 Total

Monthly reserve deposit of \$3,275 was made in February

For information, in the 2024 operating budget there are the following categories:

Maint lower lake	8310	4,000.00
Landscaping	8510	6,500.00
Mulch/Tree Trimming	8511	8,300.00
Lanscape Committee	8515	5,000.00
Tree Maint	9010	7,000.00
Lawn Maint & Landscaping	9610	<u>28,000.00</u>
Sub-total landscape		58,800.00

Also in the reserve study for 2024:
Landscape, Partial Replacements \$10,712

6. **Community Association Manager Report**
 - a. 2024 Meeting Dates - all by Zoom except annual meeting
 - i. 4/8 Regular board meeting - 6:30 pm
 - ii. 5/13 Brief board meeting - 6:00 pm

- iii. 6/10 Regular board meeting - 6:30 pm
- iv. 7/8 Brief board meeting - 6:00 pm
- v. 8/12 Regular board meeting - 6:30 pm
- vi. 9/9 Brief board meeting - 6:00 pm
 - i. (Budget Preparation Meeting)
- vii. 10/14 Regular board meeting - 6:30 pm
- viii. 11/11 Annual Meeting (6:30 PM / In Person - Need to book health track.
- b. ARC Requests -
 - i. One from 837 Seminary (Toliver) for a deck. Emery looked at it and he thinks it is fine as submitted - APPROVED
- c. Emergency Contact List - DEFERRED
- d. Insurance Certificates from Unit Owners - DEFERRED
- e. Street Sign Replacement - DEFERRED
- f. Light Pole Replacement and Insurance Claim - DEFERRED

7. Committee Reports

- a. Landscaping - \$4,219
 - i. Kramer Tree 2024 Plant Health Care Recommendations Proposal - \$4,219 sought, same as last year - APPROVED
 - ii. Bono Consulting Yard Drainage Issue Survey Proposal - DEFERRED
 - iii. Courtyard Improvements -
 - i. \$4,075 was approved to Cypress earlier this year to remove plants and put sod in; instead of sod, we are going to seed, which will save money. And the savings can be used on the path.
 - ii. We were going to re-gravel it for \$1,600 but residents commented that that might be a problem. Cypress gave us a quote for a brick path to match the patio. Quote from Chris Strong for \$5,800 to do the whole path with the matching pavers, with a rubber edging.
 - iii. The total for courtyard would be \$8,710, composed of removing the bushes (\$2,185), grass seed (\$725), and \$5,800 for the brick path. This is \$3,710 more than the \$5,000 that we had approved for a special project. We would take the \$3,710 needed from the \$6,500 budget (account 8510).
 - iv. APPROVED
- b. Streets & Driveways
 - i. Asphalt Repair Walk for Spring 2024 - DEFERRED
 - ii. Sealcoating Proposals for Summer 2024 - DEFERRED
 - i. Streets
 - ii. Driveways
 - iii. Paths
- c. Building
 - i. Painting Buildings 7 and 9 in 2024
 - ii. Determine Decks to be Stained in 2024
 - i. 825 N Driveway Requesting Deck Staining in 2024

8. Old Business

- a. Insurance Renewal

- i. Workers' Compensation Policy - Bob O reviewed the general liability policy, the workers' comp policy, and spoke to the two insurance agents (Lashanda Cole for workers comp and Scott Neil for general liability), and did some independent legal research. He concluded we should leave both current policies in place.
 - i. General Liability Policy. We have a very favorable rate on the general liability policy because we have carried the same coverage forward for ~20 years with no claims; as a result the premium is low compared to contemporary quotes. **We need a copy of the policy.**
 - ii. Workers Comp insurance: The annual premium (\$601) is modest compared to the cost of defense were we to be sued by an injured but uninsured worker, even though the likelihood of such a suit is low as are the chances of losing. **We need a copy of the policy.**
 - iii. Board agrees to stay the course.

9. New Business - none

10. Executive Session - none

11. Adjournment - 7:25 pm