

**DRUMLINS HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES**

June 20, 2022

Present Dick Exton

Barb Starr

Frank Auria-absent

Management: Rick Thomas

Guest: Kyle Trenshaw
(Potential Board Member)

The meeting was called to order at 4:00 PM.

Approval of Minutes of 5/16/22 meeting: Motion to approve, Dick Exton; second Barb Starr; approved by all present.

Variance Requests: 4 variance requests have been submitted since the last HOA meeting.

Request made for approval of Satellite Dish. Variance was approved for dish to be placed behind the unit, out of sight from the front

Request to replace an outdoor air conditioning unit. Variance was approved

Request to replace an outside door. Door has been checked by Crofton, new door may be installed without window panes, at owner's expense, HOA will have door painted at HOA expense. This request was made a month ago, and had needed additional information.

Request made to replace two skylights. Skylights approved with conditions that the homeowner will be responsible to remedy any and all roof/leaks issues due to timing of roof replacements within next few years until roofs are replaced.

Manager's Report: Rick Thomas reviewed the Financial Report for May, 2022 as follows: The Disbursements' report reflects \$5,000 deposited to the roof fund and \$3,650 to the general reserve account. The remaining disbursements were \$235.48 plus \$29 service charge for administration, \$1,399.26 to Crofton Perdue as per management contract, \$2848.75 for one of 8 landscaping from Josh Landscape: 1,101.88 for April Mow, weed Bay Landscape; 2000.16 for Triline Landscape-Fertilization; \$56.46 for electric; \$1,525.00 for insurance and \$41.89 for supplies. Professional Fees 0.00; Contracted repairs totaled \$635.99 for Crofton Perdue repairs; 0.00 to IRS for taxes; \$2769.85 was transferred from the GR to cover the long-term property improvements completed over several months. For 12 months, landscaping, supplies and taxes were unfavorable to budget while contracted repairs and insurance were favorable to budget.

Sufficient funds were transferred to the GR to replenish it to budget.

The Roof Reserve has \$357,122.15

Past due accounts for 2 homeowners.

1. Balance due : \$2265.00 A lien has been in place for this homeowner. Short discussion about what else can be done. Next step could be foreclosure, but to remove a neighbor from their residence may not be an intervention the HOA is ready to pursue. Funds should be reimbursed to HOA once unit is sold, but at present the unit is not for sale.
2. Balance due: \$335.00. Homeowner is one month in arrears, plus \$10 late fee.

Old Business:

1. **Cement pads:** Still awaiting AGR for replacement of cement pads beneath mailboxes in May.
2. **Spongy (gypsy) moths:** Few caterpillars have been observed. Hopefully there will be little damage this year.
3. **Power washing** for next one third of Drumlins is scheduled for this month. Phase 3 will take place next spring/summer.
4. **Walkaround:** Needed repairs listed from April Walkaround by the BOD should commence this month.
5. **Annual Meeting:** Although Annual Meeting was again held remotely, enough residents were present along with the proxies sent in to the Secretary and Crofton to re-elect Dick Exton as a board member. No one stepped forward to serve on the board, but one resident did express an interest in learning more about the BOD.

New Business:

Rehiring of handyman to begin repairs noted on April Walkaround:

Motion by Barbara Starr to accept the handyman, Jason Marrow, to perform various work needed throughout the Drumlins as noted on walkaround @ \$80.00 per hour, with a limit of \$2000.00. Seconded by Dick Exton. Passed by both board members present.

Renewed Contract with Crofton-June 1, 2022 to May 31,2025. Monthly fee for the first year is \$1458.33; 2nd and 3rd year will carry an increase of 3% or CPI, whichever is greater.

Assigned Roles of Board Members:

Since no members will accept the office of President at this time, Rick relayed that some rules have been relaxed regarding how boards are run, especially since the onset of Covid. It should be acceptable to have a committee who share responsibilities in order to carry out the necessary business of the HOA in conjunction with the management company. If no one were to fill any positions on the board, it would be assigned to someone outside the HOA, who would then be responsible for decision making, and would be paid by the HOA in addition to the management fee for Crofton.

Property Care: Concerns were expressed about the lack of weeding before mulch was applied, although the mulching did seem to be adequate and less damaging to the plants in the garden beds. There was also concern about mulch being stored at the Drumlins I parking lot for well over one week, especially when a second delivery for Drumlins II was partially blocking easy access to the mailboxes. It was suggested by Property Manager that perhaps delivery could be divided into more than one area next year.

Safety due to exceeded speed limits: As noted in the Annual Meeting, there are safety concerns with a number of vehicles driving too fast on our 25 mph roads. Property Manager Rick Thomas was asked to send an email to all residents to remind them there are children in the area and to please adhere to the speed limit.

Another safety concern is the removal of barriers at the end of street spurs. A request for reflectors at the end of the spurs might be helpful to remind people of the dead end streets.

Annual Audit: A written request to proceed with the annual Audit for Drumlins I, done by a company not connected with Crofton was signed by Secretary Barb Starr.

Renewed Contract: A new 3 year contract with Crofton Purdue was reviewed and signed by board member Dick Exton. The increase for this year is 4%.

Kyle Trenshaw participated in this meeting and has expressed interest in being a board member. We appreciate his participation and interest in serving.

Meeting Adjourned: At 5:45PM

Next meetings are scheduled for July 11; August 15; September 19; October 17; November 14; December 12.

Respectfully Submitted: Barbara Starr, Secretary