

CHARLESGATE VILLAGE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
Held Wednesday, September 8th, 2021

-- MINUTES --

A. PRESENT:

Board Members: Sue Dewey, Bob Rose, Caileen McNally, Betsy Greiner, Nick Pordan & Deby Fox-Hahn. Management Representative: Cindy Morris.

B. ROLL CALL and/or DESIGNATION OF QUORUM: Quorum present - no roll call necessary.

C. CALL TO ORDER: President Sue Dewey called the meeting to order at 06:00 p.m.

D. SET THE AGENDA:

Deby Fox-Hahn made a motion to approve the agenda as amended, seconded by Nick Pordan; motion carried.

E. REVIEW THE MINUTES:

Deby Fox-Hahn made a motion, seconded by Nick Pordan for the approval of the July 14th, 2021 & August 14th board meeting minutes as presented; motion carried. Deby Fox Hahn made a motion, seconded by Betsy Greiner to approve the minutes from the special meeting; motion carried.

F. FINANCIAL REPORT:

1. The 4th month financial report dated 08/31/2021 was reviewed. There is now approximately \$146.0K in operating, and \$634.9 K in reserves. Total assets are \$780.8K. Deby Fox-Hahn made a motion, seconded by Bob Rose to accept the financials as presented; motion carried.

2. Reviewed accounts receivable as of this meeting date. Delinquencies total \$13.0K of which a unit in foreclosure is \$11.6K of the total amount.

G. ADMINISTRATIVE & LEGAL:

1. Election of officers- Deby-Fox-Hahn made a motion to nominate Sue Dewey as President, seconded by Caileen McNally; passed unanimously. Sue Dewey accepted. Bob Rose made a motion, seconded by Betsy Greiner to keep the remaining officers. The vote was unanimous. Nick Pordan accepted the Vice-President office, Caileen McNally accepted the Secretary position and Betsy Greiner accepted the Treasurer position.

2. Board meeting minutes on website- Caileen McNally made a motion, seconded by Betsy Greiner to put meeting minutes on the website; motion carried.

3. Lease Agreement- no Lease Agreement document will be posted on website.
4. Unit 1454 compliance letter – Deby-Fox Hahn made a motion, seconded by Caileen McNally to impose a fine of \$50.00 a day to bring the property into compliance, effective October 1st, 2021; motion carried.

H. MAINTENANCE:

Buildings

1. Exterior Painting

- a. Paint color for yellow units- Nick Pordan made a motion, seconded by Bob Rose to paint the yellow buildings a lighter yellow. In favor: Nick Pordan, Caileen McNally, Betsy Greiner, Deby Fox-Hahn, and Bob Rose. Opposed: Sue Dewey. Motion carried.
- b. Paint Increase to Contractor- Nick Pordan made a motion, seconded by Bob Rose to pay an extra \$50 per unit for paint; motion carried.

Grounds

1. Landscaping beds and sprinklers- Sue Dewey made a motion, seconded by Caileen McNally to give the landscaping committee permission to purchase vegetation requiring little water, mulch, relocating rocks, weed control, and edging for all three beds, capped at \$2,500 a bed. In favor: Caileen McNally, Sue Dewey, Nick Pordan, Bob Rose and Deby Fox-Hahn. Opposed: Betsy Greiner. motion carried.
2. Bee & Wasp Extermination - Discussion as to where and when to exterminate.

I. OLD/NEW BUSINESS:

1. Committee Reports- Rules & Reg's and Landscaping- Betsy Greiner will follow up with Rules and Regulation committee. Landscaping committee already met and is in progress with bed arrangements and plantings.
2. Committee- Lighting- Deby Fox-Hahn is head of the lighting committee. She will begin researching different designs for new lighting.

J. NEXT BOARD MEETING:

The next meeting will be held on **October 13th, 2021 at 6:00PM @ Greenwood Club House.**

K. REVIEW INVOICES AND SIGN CHECKS.

- L. ADJOURNMENT:** Caileen McNally made a motion to adjourn at 7:33 PM, seconded by Betsy Greiner; motion carried.

Respectfully submitted

*Caileen McNally
Recording Secretary*

*Board Secretary
Charlesgate Village Association, Inc.*