

Fairways HOA
Board of Directors Meeting
Draft
April 22,2024

Opening

The Board of Directors Meeting commenced at 10:00 am in the HOA Conference Room on April 22, 2024, presided over by Secretary Denise Fell. Directors Tom Braunscheidel, Steve Spitzer, and Rosemary Donoghue were in attendance. President David Brendsel was excused from the meeting. Representatives from nine Fairway homes were present. The minutes from the January 22, 2024, Board of Directors meeting were approved unanimously as read.

Presidents Report

We have new Residents in the Fairways Community.

- 20858 Dawn Riccio

Director Fell emphasized the importance of Residents volunteering for the FHOA board to ensure the negotiation of robust contracts, maintaining first rate services and effective vendor relationship management, leading to an attractive community, reasonable HOA fees and increased property values.

Treasurer's Report

Director Braunscheidel presented the Treasurer's report.

Operations better than Plan reported as \$7,318 (February 2024 financials)

All resident accounts are current as of March.

There are no long-term reserve projects scheduled for the 2023-2024 fiscal year. The next expenditure from long term reserves will be in the 2024-25 fiscal year for soffit/gutter cleaning.

Director Fell presented Motion 2024-03; I move that the FHOA Finance Committee move \$7,821 from the Operating Account, that was not used from the \$15,000 moved from the long term (Capital Reserves) in the 2021-2022 fiscal year, back to the Capital Account. The Motion was seconded by Steve Spitzer and approved unanimously.

Director Braunscheidel presented the DRAFT 2024/2025 Budget based on the Most Current Financial Reports – (and known expenses YTD). It is projected that there will be NO increase in the \$370 quarterly assessment from 2023-24 to 2024-25. Klopac, TruGreen and Southeast Spreading 2024-2025 contracts were locked in early, which made it easier to prepare budgeting.

Buildings and Grounds Report

Building

Emily Dorman will be chairing the Building Committee. The committee's first responsibility will be to prepare a recommendation to select the vendor for the soffit, fascia, gutters, and Super gutter cleaning, tentatively scheduled for 1/2025.

- The last Vendor used for this service was AAA Pressure washing. We understand the previous owner has retired and his son has taken over the business. 2022 costs were \$85 per home.
- Committee to prepare an RFP and send it to Vendors for comparison bidding.
- Director Fell stated that Brightside Exterior Cleaning recently conducted this service in the Preserves and the Residents were very happy with their work. The Committee may want to consider asking them to bid on the job.

Grounds

Director Spitzer expressed satisfaction with the services provided by Klopack and TruGreen.

- Directors Brendsel, Spitzer, and Fell met with HOA Manager Joyce Gillespie to address concerns regarding Roberts' lawn care. Joyce was tasked to discuss with Roberts cutting height, weed whacking of side lawns, and driving over edging. Director Brendsel observed an increase in grass length, which aligns with TruGreen's advice for enhanced nutrient absorption.
- Director Fell proposed Motion 2024-04: I move that the FHOA Board of Directors approve the one-year contract with Klopack Landscapes, Inc., effective from October 1, 2024, to September 30, 2025, at a total annual cost of \$39,000. This contract includes weed control in beds, tree, and shrub trimming, blowing, and cleanup. Director Spitzer seconded the motion, which passed unanimously.
- Director Fell introduced Motion 2024-05: I move that the FHOA Board of Directors approve the one-year contract with TruGreen Inc., effective from October 1, 2024, to September 30, 2025, for a total annual cost of \$24,758. This contract encompasses fertilization, insect control, and weed care for shrubs, trees, and lawns. Director Spitzer seconded the motion, which was also unanimously approved.

Fairways ARC & Grounds Violations

As of April 16, 2024, there were no open ARC violations, and three residents of the Fairways have pending Grounds violations.

Old Business

Director Fell has reported that the Magnolia wall, which divides the four Fairways homes from the Magnolia property, is now repaired. Resident Gustin at 20786 noted that despite the wall's repair, the surrounding landscape requires attention. The weeds, shrubs, and vines need maintenance. Director Fell will reach out to the Magnolia management regarding this issue.

Community Discussion

- Resident Dorman 20759 inquired when the next Roof Cleaning was scheduled. She was informed that roof cleaning is conducted every five years. It is tentatively scheduled to be conducted 7/2027.
- Resident McDonald 20789 reported concerns about discoloration of roof tiles due to the chemicals used by Mold Manglers during the last roof cleaning. For our next Request for Proposal (RFP), we might consider exploring alternative vendors.
- Resident Voyles 20752 advised residents who have recently had new roofs installed to consult their vendors regarding roof cleaning. It has been observed that some vendors may void the warranty if the roof is cleaned.

Next Meeting

The next Board of Directors meeting is scheduled for Monday, October 28, 2024, at 10:00 a.m. in the HOA Conference.

Adjournment

Meeting was adjourned at 10:29 a.m. by Director Fell and Director Spitzer.

Minutes submitted by: Director Denise Fell