

Fairways HOA
Board of Directors Meeting
Draft
January 22,2024

Opening

The Board of Directors Meeting was called to order at 11:01 am in the HOA Conference room on January 22,2024 by President David Brendsel. Directors Tom Braunscheidel, Steve Spitzer and Denise Fell were present. Director Rosemary Donoghue had an excused absence. The minutes of the October 30,2023 Board of Directors meeting were unanimously approved as presented.

Presidents Report

President Brendsel provided his report at the annual membership meeting.

Treasurer's Report

Tom Braunscheidel presented the Treasurer's report. Based on Most Current Financial Reports – November 2023 (and known expenses YTD).

1. Operations better than Plan reported as \$4,895 (Nov 2023 financials).
Noteworthy items:
 - a. Fiscal year taxes paid \$1,611. Previous year \$422. Increase of \$1,189. Main reason, increased interest income from CD's. This was anticipated and estimated when the current 2023-24 budget was devised.
 - b. Mulch expense came in as expected \$16, 096.20. We already have next year's mulch contract offer from Southeast Spreading. This is very helpful for next year's budget planning.
 - c. Klopack and Orkin expenses have been as planned.
 - d. We stopped using TruGreen in the 2022-2023 fiscal year. The current 2023-2024 fiscal year services were contracted with Orkin and the contract runs through September 20,2024. We recently received a letter that there was a merger/acquisition between Orkin and TruGreen. This raised some assumptions and questions.
 - i. Will we have a single contract encompassing all the services currently contracted with Orkin? Will the contract be with TruGreen or Orkin or a new name as a result of the merger/acquisition? **Confirmed one single contract encompassing all the services will be with TruGreen.**
 - ii. We currently have a contract that aligns with the FHOA fiscal year (October 1 through September 30). Will the combined TruGreen-Orkin be able to continue with this contract period going forward after September 30, 2024? **TruGreen agreed to have the contract align with the current FHOA fiscal year schedule.**
 - iii. Klopack and Orkin both have contracts that align with the FHOA fiscal year (October 1-September 30). For budget planning for 2024-2025 that takes place in early March, it would be helpful if both service providers could give us an estimate of these planned

increases for contracted renewals for October 1, 2024. **President Brendsel has already been working with TruGreen to negotiate their 2024/2025 contract. Director Spitzer and President Brendsel will reach out to Klopack to negotiate their 2024/2025 contract.**

- e. There is no planned expenditure from long term reserves for the 2023-2024 fiscal year. The next expenditure from long term reserves will be in the 2024-25 fiscal year for soffit cleaning.
 - f. One account (resident house) was in arrears \$33.70 as of November 30,2023. We will monitor this to see if it is rectified when the second quarter payments are due at the end of January 2024.
2. A new \$35,000 CD was opened at BMO in December 2023. APY 4.75% Term: 35 months with maturity on 11/14/2026. This is our third CD with BMO.
 3. In November 2023, Steve's Painting supplied us with an estimate for exterior painting and anticipated yearly inflation costs to help us plan for the 2026-2027 fiscal year. The current financial planning is for the painting to be done during the 2026-2027 fiscal year. While the projected amount from Steve's is about 5% (approximately \$7300) higher than our 10-year plan, we will have sufficient funds to cover the cost that Steve's Painting is forecasting. We also have 3 years of future fiscal plans to get our planned expenditures closer to the amount forecasted by Steve's painting.

Buildings and Grounds Report

Building

1. 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.

Grounds

1. Director Fell presented Motion 2024-02; I move that the FHOA Board of Directors approve the Southeast Spreading Company bid in the amount of \$16, 543.50 to install 3,000 3 cu ft bags of Coco Brown mulch around the Fairways residences. This work begins the first week of November, weather permitting. The Motion was seconded by Steve and was approved unanimously.
2. Director Spitzer promised to communicate to Residents should Klopack deviate from their schedule allowing Residents to apply ribbon on those plants/trees/shrubs they do not want trimmed.

Fairways ARC & Grounds Violations

As of 1/5/2024 one Fairway Resident has an open ARC violation and five residents have pending Grounds violations.

Community Discussion

1. Resident inquired when the next Soffit/Gutter Cleaning was scheduled. Cleaning is conducted every two years. Tentatively cleaning to be conducted 1/25.
2. Questions were raised from the Residents regarding the selection of house paint colors for the house painting currently scheduled for the 2026/2027 fiscal year. From our past Building Committee participants that were at the meeting it was suggested that the new Building Committee start early (1 to 1.5 yrs. in advance of painting) to outline their plan to present to the Board which would include creating an RFP for the pre-work, painting, and paint brand. Documents used for this project in the past will be shared with the new building committee.

Next Meeting

The next Board of Directors meeting is scheduled for Monday, April 22, 2024, at 10:00 a.m. in the HOA Conference.

Adjournment

Meeting was adjourned at 11:24 a.m. by Steve Spitzer and Tom Braunscheidel

Minutes submitted by: Director Denise Fell