

The Cottages at Forest Park Homeowners Association, Inc.
Quarterly Board of Director's Meeting
April 21, 2021, 3:00 PM -VIA ZOOM

Call to Order

- The Quarterly meeting, **via Zoom**, was called to order at 3:05 pm on Wednesday, January 20, 2021 by President Doug Tiefel. Other Board members present were: Ron Blackwelder, Tom Burnett, Dianne Bush, and Ann Storm. Others in attendance were residents: Judy Blackwelder, Bob Bush, owner rep, Patrick Egan, Libby and Larry Fink, Nancy and Alan Giehl, Janice Mirshab, Pat and Walt Pollock, Shirley Talcott, Linda Wallace. Also in attendance was HOA Manager Banjo Walker.

Approval of Minutes

- It was moved by Tom that we dispense with the reading of the minutes from the January 20, 2021 Annual meeting as all owners were in receipt of the minutes at an earlier date. It was seconded by Dianne and the minutes were unanimously approved by the Board to be accepted as drafted. Ann Storm was not present for this vote.

President's Report

- There have been no decisions made on Cottages 4 and 5, and what will be done with them.
- Lillian's lease in # 17, has been renewed for another year.

Concierge Report

- Banjo presented the first quarter financial report and we have 75.99% left in the budget. At this time last year we had 63.79%. We are paying the insurance quarterly so that helps with cash flow. We discussed raising the insurance deductible and the subsequent savings. The Board will have to decide on that.
- Tom shared his summary of the insurance increases over the last 4 years, **noting the insurance has gone up \$20,000 in 4 years.** We have been paying the deficit out of the Reserve account, even though we have increased the insurance category every year on the Annual Budget, it hasn't been enough. We have been hit with increases that were not predictable, and surprised even our broker at their size. Because the insurance company has changed the deductible for wind/hail to 5%, we are basically self-insuring in the event of a wind event. We need a Statement of Values every two years from our current insurer, which according to our broker, is a standard practice. Tom noted that we have not raised the dues accordingly to pay for these insurance increases, and now we have to address it, hence the discussion early in the year so residents are properly notified. Janice inquired about the use of a broker for our insurance needs and is interested in seeing the bid from State Farm when it comes in. Tom advises all residents to increase their Loss Assessment policy to have coverage of at least \$25,000. Dianne said she asked her State Farm agent about raising her HO6 policy to \$50,000, and the response from her insurer was that she would need a note from the Board of Directors as to why they need that high an amount. **Again, it was noted that we only have 20 units sharing the costs of the operating budget.** We will continue to explore other companies for a competitive bid. Reducing the Concierge budget by having only one person two days a week, and reducing Happy Hours to 2 per month, does free up considerable monies that can go toward the insurance category. Most other budget line items are not able to be adjusted.

Caretaker's Report

- Roc was not present but his duty sheets had been emailed to the Board earlier this week. His energy level is low, but he is cleared for his duties. Roc will be hooking up the hoses soon.

Unfinished Business

- Grounds and Landscaping-Judy read her report which is summarized as follows: Spring cleanup has begun around the complex. The sprinklers will be marked in May for aeration to take place. The new tree order will be delivered and planted on May 12th and after the plantings, Gonzalo will attach drip lines and monitor the water. Berkelhammer Tree Service is to inspect and treat the ash trees early in the season. Discussion ensued about whether or not to take down the 3 ash trees that don't look healthy or let them wait as there is some evidence that the ash borers do attack a weakened tree. The consensus was to remove the trees and take to Western for disposal. A motion was made by Tom and seconded by Ron, to remove the trees as soon as possible. Goose Haven will take down the trees. It was then approved unanimously by the Board. Berklehammer will do professional tree pruning in the fall. Dianne has a clever idea for a container garden in the garden space and will send out a notice to all residents about it.
- Asphalt and concrete maintenance-Foothills Paving will do crack sealing on April 24th.
- Reserve Vanguard Investment Account update: We have made about \$47,000 since the fund was started about four years ago. The market is volatile, but Tom advised that since we do not need to use the funds at this time that no action is advisable. Since we have ample funds in the Reserve account to fund the upcoming expenditures, we do not need these funds.

New Business

- In regards to the Declaration Amendments, Tom will be working on the wording of some of these declarations and would like to have to Board meet for a work session and be ready to present it at the October meeting, to be voted upon by all Association members at the January 2022 meeting. An example of what he wants to change is that the front doors of every unit should be the responsibility of the HOA, due to their cost and uniqueness. He wants to clean up some language that is outdated, like reference to the golf course and balconies.

Architectural Control Report

- There was no report at this time.

2021 BOD Meeting Schedule

July 21, 2021 at 3:00 PM

October 27, 2021 at 3:00 PM This is changed from 10/20/21, due to a conflict

Adjourn

- There being no further business, on motion duly made by Ron and seconded by Tom, there was unanimous approval to adjourn the meeting at 4:32 p.m.

Respectfully submitted,

Banjo Walker – Concierge

Doug Tiefel – President Date

File D #8