

Tanglewood Townhouse Association Transitional Board Meeting Minutes June 10, 2020

Present: Pam Berg, Al Belais, John Mahedy, Lise Machado, Judy Contolini, Carrie Pearson, Renauld Kauffmann, Carol Fuller

After newly elected and existing board members introduced themselves, the board meeting was called to order at 6:43 pm by President Pam Berg.

The minutes from the April 2020 Board Meeting were approved and will be posted on the HOA website. It was decided that the minutes of the May 2020 Annual Meeting become available to all homeowners now instead of waiting a year. They will be uploaded to our website but marked as a DRAFT since they are not officially approved till the 2021 Annual Meeting. Homeowners will be given a link to them via the *Tanglewood Tales*.

President's Report	<p>Pam opened the discussion for the positions of the new board. The following has been agreed upon.</p> <p>President: Carolyn (Carrie) Pearson 11 Britten Court Vice President: Albert (Al) Belais 7 Britten Court Secretary: Judith (Judy) Contolini 25 Bloch Terrace Treasurer: Renaud Kauffmann 16 Britten Court Landscape: Albert (Al) Belais 7 Britten Court Maintenance: Carol Fuller 23 Bloch Terrace</p> <p>Board meetings for 2020-2021 will be held on the 2nd Wednesday of each month at 7 pm unless a conflict occurs at which time an alternate date will be selected.</p>														
Treasurer's Report	<p>Expenses for May totaled \$1,508.00. Dues collected for May (check/transfer) was \$1,120.00. One homeowner has not yet paid her dues. Lise will check if they were paid through her Title Company before the homeowner is again contacted.</p> <p><u>Budget Summary:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">PGE</td> <td style="text-align: right;">\$ 63.88</td> </tr> <tr> <td>Grover's:</td> <td style="text-align: right;">\$1,508.00</td> </tr> <tr> <td>Yearly budget:</td> <td style="text-align: right;">\$60,816.00</td> </tr> <tr> <td>Spent YTD:</td> <td style="text-align: right;">\$27,902.51</td> </tr> <tr> <td>Remaining balance:</td> <td style="text-align: right;">\$32,913.49</td> </tr> </table> <p><u>Reserves:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Balance beginning 2020</td> <td style="text-align: right;">\$56,160.00</td> </tr> <tr> <td>End of year balance (est)</td> <td style="text-align: right;">\$52,384.00</td> </tr> </table>	PGE	\$ 63.88	Grover's:	\$1,508.00	Yearly budget:	\$60,816.00	Spent YTD:	\$27,902.51	Remaining balance:	\$32,913.49	Balance beginning 2020	\$56,160.00	End of year balance (est)	\$52,384.00
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	<p>Lise will set up a 1½ hr meeting to explain the budget spreadsheet. She will invite Carrie, Renaud and Judy. Onpoint Credit Union signature cards need to be changed to the new treasurer, Renaud, and president, Carrie. Also, Lise will have extra postal box keys made for the president and secretary.</p> <p>State Farm's upcoming yearly bill is approximately \$3,500 less than last year. After inquiring why, they had no real explanation. Since the new budget was approved for an 8% increase, it will be reflected in the next dues invoice. But because of this reduced expense (State Farm), it is likely the dues increase for the following year will be 0%. But this will be determined when next year's budget is set.</p> <p>The July dues notice will again be sent via email. A postal letter will be sent three weeks afterwards to those who did not yet pay. On the dues notice, there will be an explanation on how to pay monthly vs. semi-annually.</p>
Landscaping	<p>The water was turned on except for one area across from 27 Bloch. There is a break in the sprinkler line. Al will call Grover's to investigate. Al will check the date for the landscape/tree walk through.</p>
Maintenance	<p>Owners of 1 Bloch Terrace, requested that the HOA remove the rotted fence/railing next to their driveway. To determine if this is on common property, John will talk to Jim Maughn who handled a similar railing concern next to the driveway of 4 Bloch Terrace.</p>
New/Old Business	<p>The decision was made to cancel the annual potluck in August because of the covid-19 virus. Homeowners will be told in the next <i>Tanglewood Tales</i>.</p> <p>It was asked why the special election ballots were mailed and not sent out by email. Pam said it is required by the by-laws.</p>

The meeting was adjourned at 8:35pm.

The next board meeting will be July 8, 2020, 6:30pm at the home of Judy Contolini, 25 Bloch Terrace.

Respectively submitted,

Judy Contolini