

MINUTES OF THE 2020 TANGLEWOOD TOWNHOUSE ANNUAL MEETING

Teleconference Meeting via Zoom , May 21, 2020

The meeting was called to order at 7.06 p.m. by President Pam Berg. Pam welcomed everyone and introduced the members of the Board. She also commented that we had a record number of ballot responses this year.

The Secretary, Judy Contolini, stated that a quorum had been established. Thirty-four ballots were returned; 26 were needed to establish a quorum. Approximately 18 people were in attendance, on-line, for this meeting.

The Secretary presented the results of the ballot voting.

Ballot Summary										
2019 Annual Meeting Minutes		2020-2021 Budget		8% One Time Dues Increase		Yearly 0-5% Dues Increase			Board Member Nominees	
YES	NO	YES	NO	YES	NO	YES	NO	No Vote	YES	NO
34	0	33	1	32	2	29	4	1	34	0
PASSED		PASSED		PASSED		PASSED			PASSED	

President's report

Pam gave a financial summary from the Mt. Park HOA meeting which took place online last week. Between 68% and 69% of the budget comes from assessments. This covers the base cost of salaries. Sixteen percent of income is derived from the playschool and the rest from events and activities such as classes. This accounts for the additional revenue. It is not known when the Community Center will reopen but the HOA has enough in reserves to cover expenses through the rest of the year if necessary, should the opening be delayed.

Pam also introduced the new members of the community:

- ★ Alex and Victoria Tam, 5 Bloch
- ★ Madison Meyer, 9 Bloch
- ★ Nancy and Irv Weinberger, 18 Britten

Landscape Report - Full summary included in the Annual Meeting packet

The landscape board member, Al Belais, reiterated that we had a relatively calm year in terms of landscape expenses. As usual Grover's and Tree Care did their yearly walk-around with homeowners to inspect any pressing landscape needs, i.e., safety issues, as required for us to maintain our liability insurance. The issues addressed are included in the full summary..

Maintenance - Full summary included in the Annual Meeting packet

The major expense this year was the replacement of four streetlights. Initially only the components were to be replaced, but that was not found to be cost effective. The Maintenance board member, John Mahedy, gave a thorough explanation of why the board chose the direction they did, i.e., changing the fixtures to LED. It was a sudden decision following the

failure of two adjacent streetlights during the winter. The decision seemed valid and acceptable after the full explanation was given of why it was done. A community member, however, felt the board was not sufficiently transparent in updating homeowners. They did not provide ongoing updates to the community concerning the changes in street light replacement. The concern was duly noted, and the board will try to improve their channel of communication. She also asked if we could keep one of the existing streetlights because of its historical and aesthetic charm. Pam suggested that she start a petition in favor of this to be presented to the incoming board.

Treasurer's Report

Our treasurer, Lise Machado, reported that it was a good year because we spent less than anticipated. Our State Farm insurance policy is available to any homeowner upon request. The policy cost for next year is less than the current year. Lise will inquire if this is only a one-time reduction due to the current health crisis.

Below is the treasurer's report comparing the current and proposed budget. The proposed budget was approved by the members as well as the dues increase for 2020-2021 for the purpose of maintaining an adequate balance in the reserve fund.

Operating Expenses	Proposed Budget 2020 - 2021	Current Budget 2019 - 2020				
	Proposed	Approved	Actual YTD	Forecast (Apr - Jun)	Forecast YE	Variance
Grovers Basic Landscaping	\$18,096	\$18,096	\$13,572	\$4,524	\$18,096	\$ -
Add'l Landscaping	\$3,500	\$4,000	\$2,564	\$500	\$3,064	\$936
Tree Care	\$2,500	\$2,000	\$2,000	\$ -	\$2,000	\$ -
Water	\$2,000	\$2,400	\$1,721	\$50	\$1,771	\$629
Other		\$ -		\$ -	\$ -	\$ -
Gutter Cleaning	\$2,000	\$2,400	\$1,999	\$ -	\$1,999	\$401
General Maintenance	\$1,000	\$1,000	\$298	\$ -	\$298	\$702
Snow Removal	\$2,000	\$2,000	\$ -	\$ -	\$ -	\$2,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$25,487	\$23,820	\$ -	\$23,820	\$23,820	\$ -
PGE	\$1,000	\$1,100	\$661	\$162	\$823	\$277
Professional Fees	\$ -	\$2,000	\$ -	\$ -	\$ -	\$2,000
Mail and Office	\$500	\$600	\$250	\$50	\$300	\$300
Fees, Taxes, and Misc	\$300	\$400	\$75	\$150	\$225	\$175
Total Operating Expenses	\$58,383	\$59,816	\$23,140	\$29,256	\$52,396	\$7,420
Income from Dues	\$63,840	\$63,840	\$ -	\$ -	\$63,840	
Reserve Spend	\$10,250	\$7,000			\$8,588	
Year-End Reserve Contribution	(\$4,793)	(\$2,976)			\$2,856	

Reserve Spend	2019 to 2020 Projected	2019 to 2020 YTD Actual	Forecast (Apr - Jun)	2019 to 2020 Forecast YE	2020 to 2021 Proposed
Reserves Starting Balance	\$56,160.00	\$58,129.00	\$ -	\$58,129.00	\$60,986.00
Spend on Trees	\$3,000.00	\$848.00	\$1,500.00	\$2,348.00	\$3,000.00
Spend on Fences, 300ft	\$4,000.00	\$ -	\$ -	\$ -	\$2,000.00
Upgrade Lighting	\$ -	\$4,290.00	\$950.00	\$5,240.00	\$5,250.00
Slurry Seal Roads	\$ -	\$ -	\$ -	\$ -	\$ -
Mtn Park Compliance	\$ -		\$1,000.00	\$1,000.00	
Project Reserve Spend	\$7,000.00			\$8,588.00	\$10,250.00
Projected Operating Expense	\$59,816.00			\$52,396.00	\$58,383.00
Dues Income	\$63,840.00			\$63,840.00	\$63,840.00
Ending Reserve Balance	\$53,184.00			\$60,986.00	\$56,192.00
Yearly Reserve Impact					-\$4,793.00

New Business

The President asked if there were any board nominations from the floor. There were none. It was announced that Lynn Bliss, Carrie Pearson, and Renaud Kaufman were approved as new board members for 2020-2022. A meeting of the new and old board will be determined for some time in June.

Pam thanked retiring board members, Lise Machado and John Mahedy for their service to our community. John gave kudos to Pam for her outstanding leadership as board president. Pam also thanked Carole Hitchcock for purchasing the door prizes and Judy Contolini for sending out the Annual Meeting packet.

A drawing of door prizes took place. Each returned ballot was an entry in the drawing. The winners were: Allen Ryman, Connie and Dean Scheel, and Janelle Willett. Janelle declined, so another ballot was drawn, Jerry and Rachel Inscoe.

The meeting was adjourned at 7:43 p.m.

Respectfully submitted,

Judy Contolini, Secretary