

## MINUTES OF THE 2021 TANGLEWOOD TOWNHOUSE ANNUAL MEETING

Teleconference Meeting via Zoom , May 26, 2021

The meeting was called to order at 7.02 p.m. by President Carrie Pearson. Carrie welcomed everyone and introduced the current and newly elected members of the Board. The Secretary, Judy Contolini, stated that a quorum had been established. Twenty-eight ballots were returned; 26 were needed to establish a quorum. Approximately 17 people were in attendance, on-line, for this meeting.

The ballot results were unanimously in favor of all issues. The 2020 annual meeting minutes and the 2021-22 budget were approved. Carrie asked if there were any nominations from the floor for the board positions. There were none. All candidates for the 2021-22 board were approved: Darcy Paquette, Jerry Inscoe, Laural and Kelley Casey, and Judy Contolini.

### President's report

Carrie introduced the new members of the TTA community who were in attendance:

- ★ Darcy Paquette, 19 Bloch
- ★ Margaret Simonson-Kowitz and Frank Schmidt, 21 Britten
- ★ Janet Strader, 6 Britten

Carrie also gave a summary of some current issues and future projects.

- She reminded us that cars are not to be parked on the street. Cars are to be parked in a garage or in a driveway. If work is being done at a house, the contractors need to be cognizant of where they are parking their vehicles. This was mentioned when the school bus could not pick up a child in the Bloch cul-de-sac. Carrie will remind all homeowners with an email.
- Maintenance and landscaping requests need to be submitted to the board member in charge who will then bring the request to the next board meeting for approval. All board members must approve a request. If a request is deemed an emergency (e.g., roof leaking) the board will try to approve the request sooner via email to the board members. Because requests will be approved monthly at board meetings, it is recommended that requests be submitted well in advance. This is the same procedure used by the Mt. Park HOA.
- The board has included a line-item in the budget for the updating/modernizing of the TTA HOA Declarations of Restrictions (CCRs). A committee will be formed and the input of all homeowners will be acquired if there are any additions to the CCRs, e.g., a cap on the number of property rentals. Lisa Shaw came forward and has volunteered to serve on the committee.

## Treasurer's Report

Our treasurer, Renaud Kauffmann, reported that it was a good year because we spent less than anticipated. We will have approximately \$67,000 in reserves giving us a nice cushion for the coming year. Last year's due increase has kept our reserves well funded.

Below is the treasurer's report comparing the current and proposed budget. The proposed budget was approved by the members. More detail on changes in the budget was included in the annual meeting packet.

Activity	Spent in 2018-2019	Spent in 2019-2020	Budgeted in 2020-2021	Proposed 2021-2022
<b>Landscaping</b>				
Grovers basic landscaping	\$ 18,096.00	\$ 18,096.00	\$ 18,096.00	\$ 22,596.00
Add'l landscaping	\$ 3,185.00	\$ 3,138.93	\$ 3,500.00	\$ 3,500.00
Tree care	\$ 1,100.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
Water	\$ 1,899.00	\$ 1,771.00	\$ 2,000.00	\$ 2,000.00
<b>Maintenance</b>				
Gutter cleaning	\$ 1,999.00	\$ 1,999.00	\$ 2,000.00	\$ 2,500.00
General maint.	\$ 40.00	\$ 297.87	\$ 1,000.00	\$ 1,000.00
Snow removal			\$ 2,000.00	\$ 2,000.00
Other		\$ 1,000.00		
<b>Administration</b>				
Insurance	\$ 20,639.00	\$ 20,362.00	\$ 25,487.00	\$ 21,000.00
PGE	\$ 884.00	\$ 852.10	\$ 1,000.00	\$ 1,000.00
Professional fees				\$ 4,000.00
Mail and office	\$ 412.00	\$ 399.34	\$ 500.00	\$ 500.00
Fees, taxes, misc	\$ 347.00	\$ 190.89	\$ 300.00	\$ 300.00
	\$ 48,601.00	\$ 50,107.13	\$ 58,383.00	\$ 62,896.00
<b>Reserve Spend</b>				
Reserves		\$ 1,797.50		
Trees	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00
Fences			\$ 2,000.00	\$ 2,000.00
Slurry seal	\$ 10,600.00			
Updated irrigation system	\$ 2,875.00			
Lighting		\$ 4,290.00	\$ 5,250.00	
Islands				\$ 4,000.00
	\$ 16,475.00	\$ 6,087.50	\$ 10,250.00	\$ 9,000.00
<b>Total</b>	\$ 65,076.00	\$ 56,194.63	\$ 68,633.00	\$ 71,896.00
<b>Income</b>	\$ 62,900.00	\$ 63,840.00	\$ 68,947.20	\$ 68,947.20

### **Landscape Report - Full summary included in the Annual Meeting packet**

The landscape board member, Al Belais, was not available to attend the annual meeting but he did provide a summary in the annual meeting packet. It is to be noted that there were extensive tree costs due to the ice storm in February, approximately \$9,000-\$10,000. Some homeowners were not pleased with the slow response of our tree service, Tree Care. It was suggested that the next board make it a high priority to consider another tree service, one more local, and to always get a second opinion on tree maintenance.

### **Maintenance - Full summary included in the Annual Meeting packet**

The major expense this year was the final installment of the remaining streetlights. Gutter cleaning for next year also needs to be addressed. The new board should do an early search for companies for the December gutter cleaning project.

The process for maintenance and landscape HOA requests has been streamlined. The new process is posted on our website under Useful Documents.

### **New Business**

A drawing of door prizes took place. Each returned ballot was an entry in the drawing. The winners were: Linda Cook, Victoria Tam, and Janet Strader. Carole Hitchcock was thanked for purchasing the door prizes.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

*Judy Contolini*, Secretary