

**SPRING CREEK TOWNHOMES HOA
BOARD MEETING**

Wednesday October 18, 2023

MINUTES

Board members present: Susan Northleaf, Beth Gracely and Scott Glancy
Helen Cartwright represented Creekside Community Association Management.
The meeting was held over Zoom and was called to order at 6:07 pm. We have a quorum.

Manager Report / Homeowners Concerns:

Bill Johnston is sourcing replacement doors for the back deck closet at 3415 Spring Creek Place.

Bill will repair the hole in the wall in the clubhouse women's bathroom.

Approval of Minutes:

Susan moved to approve the minutes of the August 15, 2023 meeting. Scott seconded the motion, which passed unanimously.

Financial Statements:

At the end of September there is \$2,246.21 in the operating account and \$82,869.67 in reserve savings. Insurance is a little over budget and so is grounds maintenance. We have spent \$28,400 on reserves projects and we are up to date with transfers to the reserve accounts. There are no owners over 30 days past due on their accounts.

Susan moved to approve the September 2023 financials. Beth seconded the motion which passed unanimously.

Old Business:

Wasp service: The seasonal wasp service has been stopped for the year. Beth & Haley will work on taking down the wasp traps.

Parking spaces: The reconfigured parking space arrangement along Spring Creek Place is working well.

Chimney Inspections: One household still needs to get their chimney cleaned. The clubhouse chimney was included in the inspections and did not need cleaning. People who reserve the clubhouse can use the fireplace as long as they clean it afterwards.

Gutter guards for 3517 - 3521: The gutter guards have been installed.

Wing wall top boards: This project has been completed.

Weeding: The weeding of the front gardens has been completed. Sun and Shade have completed their landscaping tasks. There is still a weed tree growing through a mugo pine shrub adjacent to 3595 Spring Creek Place.

New Business:

Tree Care Scott moved to approve the estimate from Reinholt Tree to remove two trees and do some pruning of a few others for a total of \$2,275. Susan seconded the motion, which passed unanimously.

2024 Budget: Susan presented a draft budget with monthly dues of \$375 / month, increasing from \$330. She explained how this is necessary to realistically keep up with expenses and fund upcoming projects without depleting the reserve account. Although next year will focus on building up funds, Scott proposed that we still replace two back decks to signal the board's commitment to this improvement plan, Susan moved to approve the budget. Scott seconded the motion, which passed unanimously. We will communicate this carefully to the ownership, stressing the age of the community and the value of our properties. Scott suggested that we move the Annual Meeting from February to December to give owners a chance to discuss the dues increase before it goes into effect. The Annual Meeting notice will include an explainer for the dues increase.

Update Clubhouse Rules: Beth proposed adding the following to the clubhouse rules: Carpet cleaning, washing cushions, and guidance on attaching things to the walls.

Annual Meeting Date:

The annual meeting will be on Thursday December 7, 2023 at 6:00 pm

The meeting adjourned at 7:00 pm

Manager's Report | October 16, 2023

9/1/23 | Susie the cleaner

The clubhouse men's toilet was left in a nasty state. *Renters reminded to check the bathrooms.*

9/17/23 | Teresa Torab, 3415

The back deck closet doors need repairs. *Bill Johnston inspected and said the doors need replacing. He is researching materials.*

9/20/23 | Scott Glancy, 3332

Mattresses dumped by the 34th St dumpster shed. *Western Disposal called to pick these up.*

9/27/23 | Beth Gracely, 3575

Rock bed edging needs attention by 3405 and 3507. Weeding needed along fence beyond the gate on Spring Creek Place. *Sun & Shade took care of these items.*

There is also a weed tree growing through a mugo pine by 3595, which still need attention.

10/11/23 | Beth Gracely, 3575

Hole in wall behind toilet in clubhouse women's bathroom. *Bill Johnston will repair it.*