

YARMOUTH WAY CONDOMINIUM ASSOCIATION INC.

HOA Board Meeting – Meeting Minutes

Location: Zoom Meeting Date & Time: Mon April 11, 2022 – 6 PM

MEETING ATTENDEES

HOA Board Members Present	Steve Muller, Cathy Badell, Daniel Hessler	Quorum Met?	Yes
HOA Board Members Not Present	Drake Elkins, Sabrina Neu	Other HOA Member Attendees	Sara Cunningham
Property Mgmt Co Attendees	Helen Cartwright	Guest Attendees	N/A

NEW/OPEN ACTION ITEMS

Date Assigned	Owner	Description	Target Date
04/11/22	Steve	Call / email Helen about city landscaping repair. Call/email city about repairing landscaping and broken sprinklers on grass between sidewalk and street	04/30/22
04/11/22	Helen	Schedule backflow test after irrigation is turned on	04/30/22
04/11/22	Helen	Meet with Mike on landscaping and look into GCE/LCE watering around Sara’s property. Cap watering to her property that she cannot control.	04/30/22
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format.	04/30/22

DISCUSSION NOTES

1. **Meeting Called to Order** – At 6:04 pm
2. **Approval of Minutes** - Motion by Cathy to approve minutes from November 8, 2021 and seconded by Steve. Motion passed unanimously.
3. **Manager’s Report**
 - a. Reviewed Manager’s Report
 - i. Snow Removal Issues – Cathy gave update. Will likely be under budget this year.
 - ii. Trash – Overturned bins and blowing trash is still a problem. Helen asked people to report addresses and she will individually contact the owners.
4. **Financial Statements & Delinquencies**
 - a. At the end of March 2022, we have total assets of \$75,626. There is a total of \$1,013 in delinquent accounts, some from water bills, some from short pays, some from outstanding payments. Admin is over related to insurance.
 - b. Cathy moved to approve the March financial statements. Daniel seconded the motion. Passed unanimously.
5. **Old Business**
 - a. **Action Item Update**

Date Assigned	Owner	Description	Target Date
11/08/21	Helen	Run out reserves estimate to cover roof replacement <i>Completed</i>	11/09/21
11/08/21	Board	Review reserves estimate and budget proposals	11/12/21

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	Members	<i>Completed</i>	
11/08/21	Helen	Ask owners about interest in NECO pass <i>Completed – we will not participate this year.</i>	12/31/21
11/08/21	Steve	Look into code enforcement related to dumping <i>Completed</i>	12/31/21
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format. <i>Incomplete</i>	08/31/21

6. New Business

- a. **Officer Elections** - Nominated: Sabrina – President; Steve – Vice President; Daniel – Treasurer; Cathy – Secretary. Cathy motioned to approve nominations; Steve seconded. Passed unanimously.
- b. **Landscaping improvements** – 2022 grounds maintenance contract with Green Spaces approved by email. Helen to meet with Mike to discuss improvements slated for 2022.
- c. **16th St Master updates** – Trash email was sent out; dumping has been reduced but not eliminated; Steve will call about landscaping strip along 17th street.

7. Upcoming Meeting(s) - The next Board Meeting is Tues 07/12/22 at 6 pm.

8. Adjournment - With no further business to discuss, the meeting adjourned at 6:51 pm.