

Sterling Hills Townhome Association (THA)
Annual Meeting Minutes
November 8, 2022

Members of Sterling Hills Townhome Association (THA) met at Roper & Sons on Tuesday, November 8, 2022 to discuss and/or vote on the following agenda items: Member Services and Community Report, 2022 Profit Loss and Cash Flow Statements, 2023 Budget, and election of Board of Director (BOD) member.

Board of Directors present were: Allison Alber (Vice President) and Bryan Sink (Secretary/Treasurer). Absent Board of Director was Jason Dugger (President). Dave Albers and Jean Bennett from Albers Co., the property management company were also present. Dave Albers and VP Allison Alber clarified to the group that VP Alber has no relation to Albers Co.; the similar names are only a coincidence.

Sign in sheets with names of members attending are at the THA office with a copy of these minutes. Minutes are also posted to the THA website.

Meeting was called to order by Alber at 5:00 P.M. with introduction of BOD and approval of 2021 annual meeting minutes. Motion was made by Allison Alber and seconded by Steve Mohler. Motion carried unanimously.

The BOD presented the 2021 profit & loss statement and balance sheet. Alber opened discussion on expenditures including member services of lawn care, irrigation system, snow removal, trees, and the pavement improvements project.

Members and the BOD discussed the following community items on the agenda in open discussion.

1. Weed control in rocked areas needs improvement. The BOD and property managers will discuss this with the lawncare vendor.
2. There are areas of dead grass on Grainger and O'Sullivan. The BOD will ask the lawncare vendor to confirm all the sprinklers work when they are turned on in the Spring of 2023.
3. Many pavement repairs were made in the Fall of 2022. The BOD and property managers will review to determine how many areas are left from the study by the previous property manager.
4. Members asked if the snow removal vendor knew to remove snow from the south side of Grainger, west of McBride. The BOD & property managers will follow up.
5. Members asked if anything can be done about damaged fascia on structures in the HOA. The BOD said the covenants allow the BOD to require earth-toned colors but not require repairs of structures.
6. Members discussed damages from lawn care equipment. The BOD and property managers will request the vendor pick up downspout extensions. VP Alber encouraged members to report suspected damages to the property manager for repair by the vendor.
7. Abandoned vehicles were reported by members in driveways and on the streets. The property manager will put out parking violation notices for vehicles to be towed at the owner's expense if they aren't moved by the notice's specified date.
8. A fence violating the fence policy was reported between O'Sullivan and McLaughlin. The property managers will follow up with the homeowner.
9. Members asked if unapproved 2022 meeting minutes could be posted to the website.

VP Alber presented the 2023 budget, which showed a dues increase, \$18,000 of pavement repairs, and \$1,000 of tree replacement funds. VP Alber suggested amending the budget to not increase dues, reduce the pavement repair item to \$10,000, and increase the tree replacement budget to \$3,000. VP Alber further recommended a separate budget meeting be held in June 2023 to consider a dues increase which is imminent. Motion was made by Barb Rolston and seconded by Ryan McKay to approve the budgets with the following changes: 1) not increase dues, 2) reduce the pavement repair item to \$10,000, and 3) increase the tree replacement budget to \$3,000; motion carried unanimously.

Alber was nominated by Barb Rolston to retain her seat as Board of Director. With no other nominations, motion was made by Ryan McKay and seconded by Steve Mohler to vote for Alber. Motion carried unanimously.

There was no Open Forum request or discussion. With no further business, motion was made by Steve Mohler and seconded by Barb Rolston to adjourn. Motion carried unanimously. Meeting was adjourned at 6:21 P.M.

Sterling Hills Townhome Association (THA)
Board of Directors Meeting Minutes
November 8, 2022

Officers of Sterling Hills THA Board of Directors met on November 8, 2022 at 6:27 P.M.

Motion was made by Allison Alber to approve the November 9, 2021 minutes and seconded by Bryan Sink. Motion carried.

Motion was made by Allison Alber to retain offices of Directors as they are currently held and seconded by Bryan Sink. Motion carried.

There was no new or old business.

With no further business to discuss, motion was made by Bryan Sink to adjourn, seconded by Allison Alber and carried. Meeting adjourned at 6:29 P.M.