

Sterling Hills Townhome Association
Notice of Budget Meeting

DATE: Thursday, June 15, 2023
MEETING TIME: 5:00 P.M. – 6:00 P.M.

LOCATION: **Zoom Virtual Meeting**

<https://us06web.zoom.us/j/86822723700?pwd=a0Myd3Z6eUICRHNSNGZLejVWZlhuUT09>

Meeting Minutes

1. Call to Order and introduction of Board of Directors – Dugger.
 - a. **Meeting called to order at 5:02 PM. Attendees were: George Sherry, Greg & Julie Adams, Steve Moeller, Jason Duggar, Bryan Sink, Jean Bennett, David Albers, and Allison Alber.**
2. Approval of 2022 Annual Meeting Minutes – Dugger
 - a. **Motion made by Allison Alber to approve the minutes as presented. Motion seconded by Julie Adams. Motion passed unanimously.**
3. 2022 Profit – Loss and Cash Flow Statements - BOD & Albers
 - a. **Albers did not have the Profit & Loss statement available. Duggar stated the Association experienced an approximately \$400 loss on the year, which is close to the goal of being net zero on revenue and expenses.**
4. Lawncare & snow removal services answers:
 - a. Sprinklers were winterized 11/3/22.
 - b. At system start up each year, all sprinkler heads are checked and missing or damaged heads are replaced.
 - c. Zone map with timing attached (if available from lawncare company).
 - i. **Not yet available at the time of the meeting.**
 - d. Weed control: using pre-emergent and monthly weed control spray as needed
 - e. Replacement sod map (if available from lawncare company)
 - i. **Not yet available at the time of the meeting.**
 - f. Requested lawncare company to pick up downspout extensions from the ground before mowing
 - g. Requested snow removal company (same company) to remove snow from south side of Grainger, west of McBride Avenue.
 - h. **No new comments or discussion.**
5. Budget discussion
 - a. Pavement repairs ~50% complete with list exhibit (major cracks and poly lifts are complete)
 - i. Bids to complete work Concrete Repair - \$17,640.00 Polylifting - \$3,906.00.
 - ii. **Members requested this work be completed as soon as possible.**
 - b. Garbage & recycling rates: \$15.25/month
 - c. Garbage & recycling contract end date: 12/31/27
 - d. Lawncare contract end date: 12/31/24 (same company as snow removal)
 - e. Snow removal contract end date: Spring 2025 (same company as lawncare)
 - f. 10% reserve fund line item required by underwriters
 - g. Albers' dues increase recommendation: \$5/month (from \$75/month to \$80/month per unit)
 - h. **Steve Moeller asked if members living on public streets could pay less in dues than members living on private streets since the concrete repairs are often made on the private streets. Duggar & Albers stated it would be difficult to delineate the difference and that a majority of the expenditures such as lawncare, snow removal, and garbage/recycling service, benefit all members.**
6. Dues increase with effective date - member vote
 - a. **Motion made by Allison Alber to increase member dues to \$80/month effective 9/1/23. Motion seconded by Greg Adams. Motion passed unanimously.**
 - b. **A second motion was made by Steve Moeller to increase the dues effective 1/1/24. The motion was not seconded and stalled.**

7. Open Forum Discussion - Dugger
 1. *Members open forum discussion: Anyone wishing to speak must notify the Board at the address below on the subject matter they wish to speak on and time involved for the speaking. Notification must be given at least three (3) days prior to the meeting in order for the Board of Directors to prepare.*
 2. **No comments.**

8. Motion for Adjournment – Dugger
 - a. **Motion was made to adjourn by Bryan Sink. The motion was seconded by Allison Alber. Meeting adjourned at 5:35 PM.**

Jason Dugger, President • Allison Alber, Vice President • Bryan Sink, Secretary Treasurer
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