

**APPROVED Board of Directors Meeting Minutes
Wellington Greens Homeowners Association
November 21, 2023**

Present: President Linda Siedhoff, Vice-president Lon Dyer, Treasurer Mike Behne, Secretary Jeanne Johnson and Barbara McCuan (by phone).

Approved absence: None

Staff: Nick Horvath, Grounds Superintendent and Don McIntyre, Administrative Assistant.

Guests: Al and Sharon Topil and Vaughn Carter

Approval of Prior Meeting Minutes: Linda asked for any additions or corrections to the October 10, 2023 meeting minutes. Lon moved to accept the minutes and Mike seconded the motion. Motion carried.

Grounds Superintendent's Report: (Written report submitted prior to meeting) *Stumps have been ground and backfilled with topsoil. We will wait to seed these areas until spring, as germination is unlikely to occur until then. The crew has been busy blowing and mowing leaves, which is a nonstop battle every fall. We will continue this effort as long as the leaves are falling.*

Bethany Plumbing has been working on sewer cleanouts. The North side of South Street has been completed. This included Devonshire, Pembroke, Cromwell, Kimberly and Briar Glynn. Next on the schedule are Wellington, Chatham, Regency, Ramsgate, Sunbury and San Simeon. If not this fall, they will get done early spring.

Winter prep is underway so equipment is ready for snow removal. The guys will be draining the irrigation system this week as temps are starting to drop, with no significant warmups in the forecast. As weather permits, we will continue to trim and clean up trees.

The plumbing receipt from Mead was discussed and Lon moved that we pay the sewer bill in the amount of \$643.97. Mike seconded the motion. Motion carried. Linda said that in the future, residents must contact Nick or the board first. Jeanne said it will be in the by-laws.

A plaque in appreciation of Vaughn Carter's three years on the board was presented by Linda to Vaughn.

Resident's Comments: None.

Election of Officer and Committee appointments.

Jeanne moved that everyone keep the same offices. Lon seconded the motion. Motion carried. Linda said that Barb would be chair of the social committee and Long-Range Planning and that she was moving Rental Committee to Long-Range Planning.

Committee Reports: (Written reports are submitted in advance and are in blue font.)

Treasurer Report: I've reviewed the financial statements as of October 31, 2023 copies are attached.

From operations we had net loss for the month of (7,048) which gives us a year-to-date loss of (7,048).

The YTD budgeted income 52,055 actual revenue YTD is 52,142 we are above budget for the year by 87. Most of the difference is in interest income which is 301. more than budget.

On the expense side, employee expenses are below budget for the year by 4,328 or 8.31%. Buildings and Grounds are 6,783 less than budgeted for the year. Total Utilities are below budget for the year by 683. Total General & Administrative expenses are below budget by 1,263. Total Expenses are 59,190 and budget is 72,246 resulting in a YTD difference of 13,056.

The balance sheet has 239,879 in current assets and 68,267 in current liabilities. The current ratio (current assets to current liabilities) is 3.51 to 1 (a current ratio between 1.5 to 2 is considered favorable).

Cash is at 88,664 in the checking account, 85,553 in the reserve account and 50,224 in the CD which matures 1-29-24, for a total of 224,441. Starting in October the monthly transfer to the reserve is now \$20 a unit x 277 or 5,540 a month.

As of 10-31-23 the Accounts Receivable are 14,746. and the Prepaid Dues are (18,976).

As of 10-15-23 the bank loan is down to 52,866. Maturity Date is 3/30/2026 Monthly Payment is 1,855.

The lockbox fees for October were 349.

There are two older Accounts Receivable that are greater than 90 days past due. A lien was filed on the oldest one on 8-2-23. Two over 90 days past due notices were mailed on 11-20-23.

If there are any questions, please contact me. If not, I would ask that the financial statements be approved as presented.

Lon moved to approve the October, 2023 financial report which was emailed out after the October meeting as reported. Jeanne seconded. Motion carried.

Lon moved to approved the November, 2023 financial report. Jeanne seconded. Motion carried.

Golf Report: None

Administrative Assistant Report: Don reported the following deed changes: On 10/13/23, 7221 South St. No. 3, Richard and Colleen Batten to Kerri Ann Kirby; on 10/31/23, 7550 South St, Leah Wilson to Kona Holdings and on 11/14/23, 7420 South St. No. 17, John and Rhonda Bills to Kurt and Natalie Nielsen.

Architecture Committee Report: Grounds crew work request: Sent an email to Nick from Sharon Bliss, 7300 OPR #1, per dead tree she needs removed from common space near her unit.

Architecture: 11/21/23 WGB Meeting- Architecture Committee Chair Report

Clubhouse Renovation: pending until January. Dumpsters can be removed. Lift parked somewhere in Wellington Green until needed. Will have Randy address oil leaks while parked.

Bylaws: In process of editing current Bylaws. Would like ready for new website launch.

Architecture:

Re-Roofing – Blenheim & Kensington Courts shake shingles are in need of replacing – would like the Court Captains of each courts start communications per the process. If agreed, will pass along HOA guidelines.

Briar Glynn Court exterior color change:

W building is painted new colors.

E building will be painted in spring 2024.

N building partially painted.

Unit 6 didn't paint with rest. Mailing owner 2 year Notice to complete painting.
Unit 9 didn't paint windows agreed upon dark brown color. Was contacted, but refusing to paint since new vinyl windows. Owner didn't send in a request to change color of windows-out of compliance. 120 day Non-Compliance letter will sent.

Architecture Requests:

7200 OPR 8 Regency Martin & Judy Shields 11/8/23 exterior changes
– NEED APPROVAL or NOT

2023 Architecture & Landscaping Survey:

Committee members walked around all units that received work request notices. Of the 87+ sent, 39 have not completed some or all of the work. All 39 will be mailed a 120

Day Non-Compliance Notice. Have till April 1, 2024/Sprig 2024 Survey walk around to complete or work will be hired.

Problem units:

Briar Glynn Unit 9 – not following new agreed upon paint colors-see Briar Glynn above.

Landscape Report: Linda said the cleanup day November 18 was a success. Maintenance picked up a dumpster full of bags and everyone enjoyed lunch after. Thanks to all who participated

Long Range Planning: *None*

Concrete: None.

Rentals: None

Court Captains: None

Social Committee. Bridge to Better Living promo is on hold pending resolution on clubhouse renovation.

Web Site:

Lon said put golf signup on the website.

OLD BUSINESS:

Clubhouse: Linda said the remodeling is on hold until January to remove plumbing pipes in the chimney.

By-laws: Reported by Jeanne: Still in process of editing current Bylaws.

Annual Meeting: A good turnout was reported and we should keep giving the door prizes.

NEW BUSINESS: Linda asked about Job descriptions. Vaughn said he would get together with Barb and they would work on one together.

Newsletter topics: No parking in waterways between building; Christmas Lights contest; Outside lights on when it snows and board approved assisting court improvements with half of the expense up to \$1,000.

Lon moved that we adjourn. Jeanne seconded the motion. Motion carried. Meeting adjourned at 4:43 p.m.

Next Meeting: The December, 2023 Board meeting is scheduled for December 19, 2023 at the clubhouse starting at 4:00 P.M.