

## HILLSBORO COVE BOARD MEETING MINUTES DECEMBER 17, 2020

Call to order: 9:33 am

> Approval of November minutes 2020.

- Minutes approved for November

> Approval of Financial statement 2020.

- Approved.

> Management Report

- Due to weather constraints the siding repairs on Marina View were not completed. There is about a weeks' worth of repairs left and will be completed in the Spring prior to painting.
- Pole Lights. A sample of the fiberglass product will be installed soon. If we approve the project will be done in the Spring.
- Budget for 2021. Letters were mailed to homeowners on November 23. Payment booklets will be mailed next week for 2021.
- Board positions in place.
- Catch dams were inspected, in good shape, will be cleaned in 2021.

> Delinquency report reflects five delinquencies.

- A letter has been sent to 1100 HC. Since the report others have paid.
- The normal process is after 2 months the homeowner receives a letter; after three months legal action.

Regarding operating income, total collections for the month were \$34,301. Assessment collections for the month were \$34,178, which was less than budget by \$9,502.

On the expense side, total operating expenses were \$62,450 which was \$40,446 more than budgeted. The expense categories where there was an unfavorable budget variance that exceeded \$100 for the month: roofing repairs, landscaping contract, fertilization contract, other landscaping and siding repairs.

The expense categories where there was a favorable budget variance that exceeded \$100 for the month; payroll expense-maintenance, maintenance supplies, repairs and maintenance, other administrative and insurance.

There were \$0 in Reserve Expenditures for the month.

Net income from operations for the month, after reserve allocations, totaled a negative 45,120 which was less than budget by \$50,439 due to items discussed previously.

> Variances Approved

- 1104 Hillsboro Cove Circle - clear vines behind the home which are killing the trees.
- 1104 Hillsboro Cove Circle - install new sliding glass door.
- 383 Spinnaker Lane - placement of a dumpster in driveway for kitchen remodel.
- 390 Spinnaker - replace living room windows (Realty amended the variance to read same style window and same color for trim. Realty received supporting documents and forwarded to 390 SL.

>Maintenance

- The water leak repair at 357 RP is completed. Pavers and a bush were replaced but need inspection in the Spring.
- All equipment related to the MV siding repairs has been removed from the property.
- Browncroft is leaving plowing equipment on the property.

>Unfinished Business

- MV siding repairs
- MV Painting
- Pole lights

>Landscaping

- Community concerns regarding chemicals and pesticides. The first committee will present their proposal of concerns and alternatives at the January Board meeting. The committee will be notified about the date and time of the meeting and asked to identify the presenter and to submit the proposal to all Board members and RPG prior to the meeting.
- Concerns were expressed about homeowners cutting their own trees and bushes. This will be discussed at another meeting.

>Other

- Realty is growing and NH is moving into another position. Our new manager, JB is now part of our team and will take over 2-3 months.
- Community Relations Committee. What is their role in the community?

Next Meeting January 21, 2021 @ 9:30am

Respectfully submitted: Judy Lippa