

**DEVONSHIRE HOMEOWNERS ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING**

**NOVEMBER 16, 2022**

Attendees:

Julie McDonald-Realty Performance Group, Property Manager

Sue Kleeh, Board President

Lesanne Pfuntner, Treasurer

Jody DeLucia, Secretary

Meeting called to order by Sue at 4:53 pm

**Meeting Minutes**

October 2022 Meeting Minutes Approval: Sue made motion to approve minutes, Jody seconded. Motion carried.

**Financial Report – Month ending October 2022**

Total Operating Income \$50,229; \$1,701 less than budget

Assessment Collections for October were \$2,226 less than budget

Assessment Collections year to date: \$18,756 less than budget

Total Monthly Operating expenses: \$\$17,742, \$18,212 less than budget

Delinquent Accounts (15) totaling \$6,384

Unfavorable expense variances greater than \$100: repairs and maintenance, legal and professional, and insurance

Favorable expense variances greater than \$100: maintenance supplies, trash removal, landscape contract, other landscaping, fertilization contract and other administrative

Reserve expenditures through October 2022: Tree Removal - \$2,154.60; Courtshire Porch repairs - \$14,245.03; Driveways (includes management fee) - \$39,388.19; remaining balance of \$265,404.80 is for Step Replacement on Courtshire (includes masonry work, brick replacement, permits, management fee). Total reserve expenditures total \$321,192.62

On year-to-date basis, net income from operations is negative \$38,554, which is worse than budget by \$37,418

## **Delinquencies**

All accounts will continue to receive statements

## **Old/New Business**

Stairs: remainder of railings to be installed; time frame has not been acceptable with Board; we have had numerous conversations with Bob, waiting to hear on date; he is upset that date has not been provided

173 CL Ventilation: homeowners request to have work completed first week of December

Legal Business: why two law firms – one handles delinquent accounts (Philips Lytle) and the other litigation/legal matters (Trevett Cristo)

Any HOA fees mailed to RPG are being returned with copy of instruction letter for new bank; no late fees will be charged for November and December

If a homeowner has not received a letter from RPG, if trash was not picked up, issue with snowplowers, etc., please call RPG and notify them of your issue

Notifications via email from RPG; only about a dozen or so homeowners signed up for the mass email system

Gutter Cleaning: asked them to wait till mid to late November so that most of the leaves are down; if you have an issue with leaves, call RPG

Porch repairs completed on 16 units (CL) with porch rot - \$14,245.03

Clarify what hourly rate is being charged by RPG for maintenance; Julie to check and advise

Snow stakes: removed or missing from 72 CL; will contact contractor to replace stakes

Within next few months, do a few updates on rules and regulations

Explanation letter to be sent to homeowners regarding increase, expenses, etc.

RPG to prepare letter to advise homeowners regarding status, care/maintenance of steps, not to use salt; Julie to check with Bob

## **Homeowner's Concerns**

Parking on Camberly Place (Windsor end): Julie to send email and letter to those homeowners to refrain from parking large and/or commercial vehicles on CP, make sure driveways are not blocked

Letters to be sent to 109 and 162 CL regarding trash bins being left out

170 CL: if you have automatic payments taken out for your HOA fee, homeowner must go in and verify change of amount

**Variances**

No variances

Meeting adjourned 6:19 pm