Meeting Minutes Hillsboro Cove Homeowners Association Board of Directors March 12, 2025

[Note: M/S/C means "moved, seconded, carried"]

Present: Bill Daly, John Solberg, Richard Johnson, Debbie Gerlach, Nick Harris (RPG)

Meeting called to order at 10 a.m. at Debbie Gerlach's home.

Minutes: Approval of minutes of February 11, 2025. M/S/C

Variances received and acted upon by email: None

Other matters approved by email:

• Contract with Seabreeze to repair catch basin, approved 2/27/25

Treasurer's Report: M/S/C the February treasurer's report (attached) be received with appreciation.

Management Report: Discussion about homeowners engaging people to plow driveways; agreed, no action needed at this time.

Old business

Road maintenance agreement: Daly and Johnson attended a meeting with Bill Howard, a representative of Damascus, and our attorneys to review the proposal and clarify any questions. We will explain the proposal in the newsletter and make a presentation at annual meeting.

Tree removal behind 351 Reef Point: Has been completed.

Electrical box repair: Recent snow postponed action; still pending.

Nominating committee: Three candidates for board have agreed to be nominated for the two spots.

Bylaw revision: Agreed, the proposal is ready to ask attorney to review; Dick will send it to him.

New business

Snowplow issues: Raised some issues with the snow plowing this year; these will be reported to the plow company for correction next winter.

Road paving: Phase 3 will start when weather permits.

Spring newsletter: We'll include a reminder about this being a deck painting year, and a reminder about rules regarding decorations in mulch.

Annual meeting: Need to arrange for chair set-up; Nick will get PA system.

Next meeting: April 15, 10 a.m. Johnsons'.

Meeting adjourned 12:05 p.m.

Respectfully submitted,

Richard Johnson, Secretary

	Actual This Month	Actual YTD	YTD Budget	YTD Actual vs. YTD Budget	Annual Budget
Total Income	57,909	115,935	116,776	99%	700,653
Operations Expenditures					
Fixed Contracts	37,014	74,803	60,236	124%	343,145
General Maintenance	5,005	7,244	16,375	44%	115,648
Professional Services	475	895	3,731	24%	7,863
Miscellaneous	38	194	3,468	6%	12,408
Total Operations Expenditures	42,533	83,136	83,809	99%	479,064
Reserve Allocation	18,136	36,932	36,932	100%	221,589
Reserve Expenditures					
Decks	-	-	Commentaries for the Month INCOME was just below budget; deliquencie (>30 days) were \$2725. OPERATING EXPENSES were normal for this time of year. RESERVES. Underground electrical services for street lights on the north end of Spinnake were repaired.		
Roofing	-	-			
Exterior Painting	-	-			
Interior Repairs/painting	_	-			
Siding Repairs	-	-			
Gutter/Downspout	-	-			
Road / Driveways / Parking	_	-			
Tree/Shrub R&R	_	-			
Electric/Water/Waste	10,849	10,849	4		
Miscellaneous	_	-	4		
Total Reserve Expenditures	10,849 10,849		•		
-					
Cash Reserves Available YTD	ailable YTD Awaiting Audit				
Contract Liabilities (Reserve Savings)	Awaiting Audit				

Fixed Contracts: RPG, trash removal, landscaping, fertilization, snow removal, and Insurance.

General Maintenance: Maintenance payroll and supplies, non-contract landscaping, extermination & non-Reserve repairs.

Professional Services: Accounting, administrative fees and legal & professional services. **Miscellaneous:** Electricity, federal income & real estate taxes, expense over-flow buffer.

Nomenclature: YTD = "Year To Date"; "Actual" = the actual amount of income or expense, distinct from "Budget"