Meeting Minutes Hillsboro Cove Homeowners Association Board of Directors May 13, 2025

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

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

Meeting called to order at 10:00 a.m. at John Solberg's home.

Minutes: Approval of minutes of April 15, 2025. M/S/C

Variances received and acted upon by email: M/S/C

- 341 Reef Point: Replace casement windows, approved 4/16
- 1160 Hillsboro Cove: Install garden area behind unit, approved 4/28
- 1001 Hillsboro Cove: Aeration and overseed of lawn, approved 4/28
- 343 Reef Point: Replace casement windows, approved, 4/21
- 346 Reef Point: Plant trees along deck, approved (with height/width restriction) 5/2
- 1099 Hillsboro Cove: Replace windows, approved 5/7

Nick will call resident of 1095 regarding need to get variance for plantings behind deck.

Other matters approved by email: None

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

Management Report: Things have been quiet. One resident complained to a Romig employee during mulching.

Old business

Proposed letter and ballot on agreement to dispose of parcel: Map will be added; ballots must be received by Friday June 20. We'll send an email after ballots are mailed inviting people to come on May 24 10 to noon to have a look at the parcel if they like.

Bylaws revision: Dick has sent Chris revised copy but hasn't heard back yet.

Summer paving project: We walked around with the contractor and noted driveways that need replacement, repair, or seal coating; waiting for bid to make final decisions.

Deck replacement: Email has gone out concerning decks that will be replaced or repaired.

Discussion about the condition of 351 Reef Point; Nick will evaluate as to whether it just needs sanding and review total financial commitments already made for decks. Once change to previous list of repairs: Instead of 1012 Hillsboro Cove, we'll do rails on 390 Spinnaker.

New business

Stair replacement of deteriorating stairs: Nick will evaluate possibilities and our responsibilities.

Center line on Helms View: Nick will coordinate with Bill Johnson to do this when road is seal coated.

Next meeting: June 10, 10 a.m. at Debbie's.

Meeting adjourned 11:22 p.m.

Respectfully submitted,

Richard Johnson, Secretary

	Actual This Month	Actual YTD	YTD Budget	YTD Actual vs. YTD Budget	Annual Budget	
Total Income	59,138	234,492	233,551	100%	700,653	
Operations Expenditures						
Fixed Contracts	37,454	140,519	123,056	114%	343,145	
General Maintenance	17,771	35,326	32,749	108%	115,648	
Professional Services	469	6,355	4,558	139%	7,863	
Miscellaneous	444	675	5,209	13%	12,408	
Total Operations Expenditures	56,139	182,875	165,572	110%	479,064	
Reserve Allocation	18,136	73,863	73,863	100%	221,589	
Reserve Expenditures						
Decks	-	-	Commentaries for the Month INCOME was slightly above budget and deliquencies (>30 days) were \$726. OPERATING EXPENSES were over budget both in Fixed Contract and in General Maintenance. Fixed Contracts included the \$9K payment for Landscaping a month early, and Payroll Expenses were \$10K above the budget value. These expenses were for general maintenance work including wood			
Roofing	-	-				
Exterior Painting	-					
Interior Repairs/painting	-					
Siding Repairs	-	-				
Gutter/Downspout	- 1	-				
Road / Driveways / Parking	-	-				
Tree/Shrub R&R	-	-				
Electric/Water/Waste	-	10,849				
Miscellaneous	-		pecker hole repair to gutter repairs, bird nest			
Total Reserve Expenditures	-	10,849	removals, ice damming repairs, roof vent replacements, etc.			
Cook Donomics Avellette MTD	ć 272.022			~ 141		
Cash Reserves Available YTD	\$ 372,922					
Contract Liabilities (Reserve Savings)	\$ 420,582	1 .				

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"

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