

**Meeting Minutes  
Hillsboro Cove Homeowners Association Board of Directors  
December 5, 2025**

**[Note: M/S/C means “moved, seconded, carried”]**

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

Meeting called to order at 3:05 p.m. at Debbie Gerlach’s home.

**Minutes:** Approval of minutes of November 11, 2025 board meeting (as amended) and executive session. **M/S/C**

**Confirmation of matters approved by email since last meeting: M/S/C**

Variances received and acted upon by email:

- 310 Marina View, new bedroom window, approved 12/1

Other matters acted upon by email:

- Renewal of CD, approved 11/14
- Approval of signage language “No standing here to corner,” approved 11/18
- Approval of budget letter, approved 11/26

**Treasurer’s Report: M/S/C** the November treasurer’s report (attached) be received with appreciation.

**Management Report:** Budget letter has been mailed; first snow removal done. Bill received a couple of calls with complaints, some about salting, some about no salting. Nick estimates that regular salting would cost at least \$20,000.

**Old business**

**Bylaws revision:** Our attorney will file with the county on our behalf.

**Parking by front entrance:** Sign and post have been ordered.

**Variance requests:**

- 1152 Hillsboro Cove: Tree removal, now will wait until spring
- 1144 Hillsboro Cove: New basement windows, Nick will check
- 1051 Hillsboro Cove: Waiting for photo of proposed window

**New business**

**Possible Rules & Regs amendment:** Page 3, #3, add phrase “including the garage door.”  
**M/S/C** There was discussion about both dates that holiday decorations are allowed and what kinds of decorations are disallowed. Dick will wordsmith a change in language for consideration next time.

**Next meeting:** Friday, January 9, 2 p.m. Dick Detwiler’s house.

**Meeting adjourned,** 4:34 p.m.

Respectfully submitted,

Richard Johnson, Secretary

NOV 2025 Financial Report for Hillsboro Cove						
		Actual This Month	Actual YTD	YTD Budget	YTD Actual vs. YTD Budget	Annual Budget
Total Income		58,707	641,225	642,266	100%	700,653
Operations Expenditures						
	Fixed Contracts	18,278	347,600	303,291	115%	343,145
	General Maintenance	7,375	134,875	107,461	126%	115,648
	Professional Services	1,119	20,967	7,450	281%	7,863
	Miscellaneous	-	2,026	11,537	18%	12,408
Total Operations Expenditures		26,772	505,467	429,739	118%	479,064
Reserve Allocation		18,466	203,124	203,123	100%	221,589
Reserve Expenditures						
	Decks	-	135,328	<b>Commentaries for the Month</b>  INCOME was \$58,707 with assessment collections just \$567 under budget. Delinquencies over 30 days were \$1434. OPERATING EXPENSES were under budget by \$8271, at \$26,772. RESERVE EXPENSES were minimal: \$1533 for roof and siding repairs.		
	Roofing	766	766			
	Exterior Painting	-	-			
	Interior Repairs/painting	-	-			
	Siding Repairs	767	5,246			
	Gutter/Downspout	-	-			
	Road /Driveways/Parking	-	139,307			
	Tree/Shrub R&R	-	14,805			
	Electric/Water/Waste	-	17,471			
	Miscellaneous	-	8,200			
Total Reserve Expenditures		1,533	321,123			
Cash Reserves Available YTD			210,045			
<b>Fixed Contracts:</b> RPG, trash removal, landscaping, fertilization, snow removal, and Insurance.						
<b>General Maintenance:</b> Maintenance payroll and supplies, non-contract landscaping, extermination & non-Reserve repairs.						
<b>Professional Services:</b> Accounting, administrative fees and legal & professional services.						
<b>Miscellaneous:</b> Electricity, federal income & real estate taxes, expense over-flow buffer.						
<b>Nomenclature:</b> YTD = "Year To Date"; "Actual" = the actual amount of income or expense, distinct from "Budget".						

