

Meeting Minutes
Hillsboro Cove Homeowners Association Board of Directors
November 11, 2025

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

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

Meeting called to order at 3:02 p.m. at Bill Daly's home.

Minutes: Approval of minutes of 13 October 2025 board meeting 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:

- 1160 Hillsboro Cove, shrubs planted behind unit. Approved, 10/16
- 337 Reef Point, dumpster bag. Approved, 10/31

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

Management Report: Nick gave a brief management report.

Old business

Bylaws revision: It was moved that the bylaws revision approved, with authorization to file with county. Only one negative vote was received from a resident. **M/S/C**

Tree replacement at 1152 Hillsboro Cove: Still some unclarity about the specifics; Nick will follow up.

New business

Parking by front entrance: We have a problem with people parking in front of HC waiting for school bus in the afternoon. Bill suggested some signage to forbid parking in that area; Nick will investigate.

Assessment: Information about increased HOA fee (along with budget information) will be sent out early December. Nick will draft letter and send it to board for review.

Central Roadways: Work on grate on Reef Point still not finished. Nick will follow up.

Executive session: The board went into executive session.

Next meeting: Friday, December 5, 3 p.m. at Debbie's.

Meeting adjourned, 5:10 p.m.

Respectfully submitted,

Richard Johnson, Secretary

OCT 2025 Financial Report for Hillsboro Cove

	Actual This Month	Actual YTD	YTD Budget	YTD Actual vs. YTD Budget	Annual Budget
Total Income	57,703	582,518	583,878	100%	700,653
Operations Expenditures					
Fixed Contracts	47,541	329,322	277,720	119%	343,145
General Maintenance	15,444	127,500	99,273	128%	115,648
Professional Services	1,114	19,848	7,037	282%	7,863
Miscellaneous	52	2,026	10,666	19%	12,408
Total Operations Expenditures	64,151	478,695	394,696	121%	479,064
Reserve Allocation	18,466	184,658	184,658	100%	221,589
Reserve Expenditures					
Decks	(1,041)	135,328	Commentaries for the Month INCOME was slightly below budget at \$57,703; delinquencies (>30 days) were \$1200 mostly from three late October payments. OPERATING EXPENSES were considerably over budget. Payroll expenses were twice the budget expectation and one insurance payment of nearly \$32,000. RESERVE EXPENSES include \$13,763 for shrubs and \$3144 for water leakage and drain clearing. Total expenditures this month were \$16,808. Our YTD reserve expenditures are considerably over the allotment to date: 173%.		
Roofing	-	-			
Exterior Painting	-	-			
Interior Repairs/painting	-	-			
Siding Repairs	941	4,479			
Gutter/Downspout	-	-			
Road /Driveways/Parking	-	139,307			
Tree/Shrub R&R	13,763	14,805			
Electric/Water/Waste	3,144	17,471			
Miscellaneous	-	8,200			
Total Reserve Expenditures	16,808	319,590			
Cash Reserves Available YTD		193,112			

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".