



Summerfield Townhouse HOA #5
Summerfield Clubhouse – Conference Room
June 12, 2023
Time: 4:00 p.m.

4:02 Board of Directors Meeting called to order by Ed Stanley.

Board Members Present.

Ed Stanley
Claire Frye
Ellen Brown
Ann Stanley
Larry Blanchard

Homeowners Present

Donna Steadman Peter Frye
Bob Westover Jacie Pearson
Kathy Danforth Bill Danforth
Frances Jewell

Minutes from May 2023 meeting were approved by the Board.

Treasurer's Report:

- Ann Stanley is asking homeowners that pay their monthly fees by check to make sure their monthly HOA fees are paid by the 10th of the month.
- Motion made to approve treasurer's report. Seconded and approved.

Landscaping Report:

- Backflow test has been completed.
- See attached report for additional information.

Maintenance Report

- See attached report for additional information.

New Business:

- Motion to hire Alliance Chimney to repair the twenty-two chimneys to a watertight condition with a cost not to exceed \$10,000. Seconded and approved.
- Motion to hire Expert Power Wash company to power wash those areas that need mold removed with a cost not to exceed budget of \$1,700. Seconded and approved.
- Motion to hire Clearwater Construction to repair the siding on five buildings to a watertight condition at a cost not to exceed \$4,500. Seconded and approved.
- Ed, Larry and Peter are volunteering to do lower-level caulking, saving us money. They will not be on ladders. They will be covered by our workers compensation insurance.

Old Business:

- Ed Stanley is willing to host a HOA leader webinar on HOA Board member fiduciary duties on June 29 at 11:00 a.m. You don't need to be a Board member to join the webinar. Please contact Ed Stanley if interested in attending.
- Insurance – Ann Stanley asked for volunteers to look into our insurance coverage.
- Reserve Study – We have never had a professional reserve study done. Ed would like a professional company to give us input on our reserves. The reason is to try not to have a huge assessment in the future. Costs range from \$2,750 to \$3,250 for one year with additional cost of \$1,100 for years 2 and 3. Ed is looking for volunteers to talk to these vendors to see what they can do for us.
- Claire Frye has asked for all homeowners to please get her the Declaration Page from their homeowners' insurance as required by our by-laws.

Our next meeting is scheduled for **July 11, 2023 at 4:00 p.m. in the Clubhouse Board Room.**

Meeting adjourned at 5:02 p.m.

Respectfully submitted,

Claire Frye
Secretary