

SPRING ARBOR CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
October 25, 2022

The meeting of the Board of Directors was called to order at 4:05 p.m. by the president, Clayton Rock. Board members present via Zoom were Bea Jones, Ted Michalik, Clayton Rock, Bob Graves and Onzelle “Zellie” Stewart. Also present were Barry Sumner, Steve Roling and Amber Gabbard of Mulloy Properties.

The minutes of the 09/27/2022 Board meeting were approved by email voting on 09/30/2022.

1. Report by Clayton Rock: Amber Gabbard replied to request from Clayton Rock regarding our Workers Compensation coverage through KEMI. She indicated that the policy was paid on 07/20/2022 for the renewal policy period of 07/25/2022-23. Steve Roling asked if this policy provided coverage for contractors we hire to do work for repairs throughout community. Amber Gabbard is going to check with Shepherd Insurance to get answers to that question and to learn what liability coverage and workers compensation would cost for additional employees that may fall under this working for Spring Arbor and report back to Clayton Rock.
2. Treasurer’s report by Ted Michalik: (1) The monthly budget report shows us slightly over budget. The Year-To-Date report shows us over budget due to same issues as noted in past. Water for August/September was less than previous period which indicates that there are no leaks at this time. Ted reported that he is working on budget for 2023 and provided a sample. He noted that we need to add \$20,000 per year to reserves and this year we were only at half that amount. If we don’t make any changes to annual fees, in 2023 we will only be adding 10% of that amount. He will inform Board at next meeting what the proposed maintenance fee increase will be. He stated that insurance was one of the contributing factors as it is 15% of budget and we saw large increase this year at renewal. Also, the additional costs we are now incurring for wood rot and rising other costs.
3. Clayton asked if any of the Board members had heard any comment from residents regarding the changes to the Rules and Regulations amendment. No one had gotten any comments.
4. Barry Sumner reported that final trimming was being completed this week. Tentative date for first leaf removal is 11/09/2022 and a second one at the end of November or first week of December. Gutter cleaning will follow after final leaf removal. Barry Sumner and Steve Roling stated that they are trying to find someone reputable to hire in the future to fix wood rot and do other maintenance that they cannot do themselves. They have used one gentleman who did a good job but is expensive so they would like to get someone within our budget. Barry Sumner reported that all wood rot that was reported to date has been completed. Only outstanding issue is finishing painting of stain from roof leak in the hallway of B. Schneider residence.

Steve Roling stated that he is going to go around with the gutter cleaning crew and check for additional wood rot or other issues that may be out there and will report back to board in December or January. Any additional repair work he finds that needs to be done will wait till spring when weather is conducive.

5. As Barry Sumner will be retiring at the end of December 2022, Bob Graves made a motion to hire Steve Roling to take his place at same compensation for the 2023 year. Ted Michalik seconded the motion. After Clayton Rock asked if there was any discussion the **Motion was approved unanimously**.
6. Clayton Rock discussed procedures for the Annual Meeting being held at Grace Evangelical Church at 6:00 pm this evening. We need 33 proxy/in person voting members for the meeting. He stated that he would call the meeting to order, introduce Board Members, new residents. Bea Jones would then present nominees for the three positions open. She will then collect any ballots and she, Bob Graves and Kent Stump will count. Clayton will open the floor to any questions while votes being tallied. Bea Jones will then announce results and floor will be open to any additional questions or discussions.
7. Bea Jones reported that the Lunch Bunch met at Gander on Friday, October 14th. And only small number attended. This will be the last one till spring.
8. The next meeting of the Board will be on Tuesday, November 29, 2022 at 6:00 pm via Zoom.
9. There being no further business, Bob Graves moved to adjourn, Bea Jones voiced a second and **motion was approved unanimously** at 4:45 pm.

Onzelle (Zellie) Stewart
Secretary