

HARRODSBURG SQUARE CONDIMINIUM ASSOCIATION, INC.

MINUTES

LOCATION: CLUBHOUSE

DATE: 01/09/24

TIME: 6:30pm

I. CALL TO ORDER

II. APPROVAL OF MINUTES FROM LAST MEETING

The secretary presented the minutes from October 10, 2023, board meeting. Motion to approved made by Kreig Cremens. Seconded by Mike Massey. Motion passed.

III. PRESIDENT'S REPORT – THOM VANDEVENTER

- a) Update on tree replacement for building 8. Waiting on bids. Building 8 will be consulted in the final choice of trees.
- b) Update on maintenance survey. Include in survey age of HVAC in each unit and if replaced? Also look at dryer vents to see if correctly installed. Other items mentioned to include: dye testing in toilets, electric panels, LED lights, Filters, thermostats and insulation. Seven companies have been contacted to submit proposals with bids.
- c) Trash, food, dog waste, dumpster area and breezeways, patios and decks. Fines will be issued beginning Jan. 15, 2024.

IV. TREASURER'S REPORT- BECKY WILLIAMS

- a) Explanation of payment to Armor Roofing before end of year and depreciation update
- b) Last quarter and year end reports
- c) Plans for year-end positive balance on budget to start emergency fund separate from reserve account.
- d) 2024 budget. Motion to approve by Kreig Cremens. Second by Jon A. Motion passed.
- e) Report on CD interest. \$30,000- 11 months – 4.38%
- f) Report on Reserve and Emergency Funds – Now receiving 2% interest on Reserve fund.
- g) Currently no assessment, all HOA fees are dues to pay bills related to upkeep, maintenance, utilities, pool, landscaping and regularly scheduled payments.

V. MAINTENANCE COORDINATOR'S REPORT- DONNIE RARDIN

- a) Update on past quarter Oct- Dec work and maintenance. Replaced light bulbs, siding projects, safety lights, winter repair work and fixed leaks.
- b) Update on current quarter Jan-Mar work and maintenance.
- c) Update on next quarter Apr-Jun work and maintenance

VI. COMMITTEE REPORTS

- a) Committees include:
 - (1) Strategic Planning & Budget- board member, TBD; chair- Bobby Upchurch
 - (2) Building & Maintenance- board member, Becky Williams; chair- TBD
 - (3) Renter's – board member, Craig Campbell; chair, TBD
 - (4) Landscaping – board member, Michael Massey; chair- Doni Biggs
 - (5) By-laws & Rules Review- board member, Paula Barnes; chair – Kreig Cremeans
 - (6) Social & Pool –board member, Lea Anne Miller; chair- Misty Vaughn
- b) It was decided to merge the renter's and social committee to hopefully get more engagement and participation from the renters.

VII. OLD BUSINESS

- a) Tree replacement- update, Building 8, in progress
- b) Building 5 – facia replacement- Donnie will get estimates- in progress
- c) Determine number of renters percentage to owners that live onsite- Thom and Paula- in progress
- d) Update communication plan, contact info for owners and renters, Also look at apps or programs that can help with communications to owners and getting votes by email or text- Paula- in progress
- e) Retain Donnie as maintenance coordinator and review duties and salary contract- The board will review and discuss at the planning meeting for the next quarterly meeting in Jan 2024. The contract is due to renew in Feb 2024- in progress.
- f) Reserve study – The board assigned to Building & Maintenance committee for review, discussion, and to acquire estimates.
- g) Create emergency plan packet for residents – The board assigned this to the strategic planning committee. – in progress
- h) Parking lot resurface – The board assigned this to the strategic planning committee. – in progress
- i) Create one, three and five year strategic plans – the board assigned to these 3 committees to work together on the strategic plan; Strategic Planning, Building & Maintenance, and Landscaping.
- j) Board vacancies shall be filled by special election – The board assigned to the by-laws and rules committee.- in progress
- k) President shall be elected by the co-owners- The board assigned to the by-laws and rules committee.
- l) Create a conflict of interest clause in by- laws, fidelity bond for board members, remove compensation clause from by- laws – The board assigned to the by-laws and rules committee.
- m) No solicitation of proxys or votes- Requires by law change- The board assigned to the by-laws and rules committee.
- n) Quorum change to by laws – The board assigned to the by-laws and rules committee.
- o) Access to clubhouse by co-owners – The board assigned this to the social committee- in progress

VIII. NEW BUSINESS

- a) All contracts reviewed and spreadsheet created with renewal dates. In progress
- b) Discuss cleaning lady contract for 2024 and reason for worker's comp. insurance premium. Discuss new schedule for cleaning- monthly? Bi-monthly? Quarterly? Motion by DC Denton to replace with another company that is bonded and insured so the HOA can save money by canceling the Worker's Comp. policy since Harrodsburg

Square does not have any employees. The by-laws state that any contractor we do business with must be bonded and insured. Second by Mr. Reynolds. Motion passed.

- c) Secretary also called KU contact about solar inquiry, waiting to hear back to set up a meeting. DC Denton volunteered to help when meeting with KU.
- d) Plan for audit in 2025
- e) Jon A made a motion to use the clubhouse for Bingo Night. It was suggested to research with Social Committee and bring a proposal to the April meeting.
- f) Michele R suggested a neighborhood sale, it was decided to table this for discussion at the April meeting.
- g) The secretary mentioned receiving several emails from Next Door as a neighborhood app. The board has not authorized any contact from this app and is not aware of any co-owners promoting it within the community. It is recommended that all co-owners and residents ignore any requests to join this app.
- h) Since the HBQ Condo Association regularly provides air filters to all units, they will be distributed at the April meeting and each quarterly meeting thereafter. Also, the HBQ Condo Association decided that to encourage use of LED lights by co-owners, we will have a bulb exchange in April. Bring 6 incandescent light bulbs to be exchanged for 6 LED light bulbs.
- i) It was also mentioned to research owning vs. renting the dumpsters. We pay almost \$5000 a year to rent them when we could potentially purchase for \$15000 or less and realize that savings for 20 years. Donnie will research and get prices for April meeting

IX. ADJOURNMENT

Next board planning session date and time –TBD

Next quarterly meeting date & time, April 8, 2024 at 6:30pm at the clubhouse.