

**MEADOW VISTA CONDOMINIUM ASSOCIATION
MEETING OF THE EXECUTIVE BOARD
TUESDAY, OCTOBER 11, 2022**

Present: Martin Catmur
 Scott Sanders
 Joe Robinson, Toad Property Management

Joe called the meeting to order at 5:36 p.m. and confirmed a quorum with all Board members present to review the 2023 draft Budget.

Prior to the meeting Joe circulated a financial report together with the draft Budget. Joe explained Repairs & Maintenance would finish the year over budget due to repairs of a snowshed roof at Unit D and some exterior staircase work at Unit A. Joe said some additional staircase work would be required on other units and some work on another snowshed roof had just been performed. Martin suggested reviewing all units to identify any additional repairs on staircases and snowshed roofs.

Scott expressed concern about increasing dues and said he would prefer to pay special assessments instead of increasing monthly dues. Scott suggested a special assessment to build a reserve to cover the unforeseen repair expenses which might become more frequent due to the age of the buildings. Scott said the existing \$100 capital assessment each month was now being viewed as monthly dues but lower dues and occasional special assessments would be his preferred method of collecting funds.

Joe explained the draft Budget proposed increasing monthly dues from \$360 to \$435 plus the \$100 capital assessment each month. The increased dues included trash and recycling. Savings could be made by having a bulk account for a 3-yard dumpster with Waste Management and trash collection options were discussed. Collection of trash and recycling would be every two weeks and collection adjusted as necessary. The cost would be approximately \$175 per month.

Joe said Josh Jackson had significantly increased his rates for roof snow removal and Joe explained other contractors could be used. Blue Dog Home Improvements would be inspecting the roofs above Units A and G to check and make any repairs to prevent future roof leaks.

After discussion about potential savings on Operating Expenses it was generally agreed most expenses were hard numbers and could not be adjusted down. Joe explained hourly rates for Toad had increased from \$60 per hour to \$65 per hour. Water & Sewer had also increased during the year. Martin stressed the need to build a reserve fund for replacement of the roofs in the future and avoid a very large special assessment. Scott said he had a friend who would be able to provide a Xeriscape quote for the south side of Unit A. It was agreed a quote would be requested together with a quote for tidy-up work at the back of the buildings. Capital funds could be used for the landscaping work.

It was generally agreed a dumpster would have to be locked to prevent people from outside Meadow Vista using the dumpster. Martin explained the \$100 per month, originally set up for exterior staining, could only be used for capital/reserve expenses and not used to meet increased operating expenses.

After a long discussion Martin made a motion to approve the Budget as presented and Joe agreed to draft a note to owners explaining the increase in dues included trash and recycling which had previously been an individual owner expense. Scott seconded the motion and it was unanimously approved.

The annual meeting was scheduled for November 15, 2022 at 5:30 p.m. Joe agreed to circulate draft annual meeting documents to the Board for review.

Scott said three owners might be interested in joining the Board. Martin said he was willing to volunteer for an additional term and the seat vacated by Jan Grantham also needed to be filled. Joe agreed to ask owners to submit a short paragraph introducing themselves if they wanted to volunteer for the Board.

At 6:30 p.m. Scott made a motion to adjourn the meeting. Martin seconded the motion and it was unanimously approved.

Rob Harper, Toad Property Management