



2021-02-16 Board of Directors Minutes

Call to Order and Establish Quorum

The regular monthly meeting of the Board of Directors of “The Fairways Condominium Unit Owners Association” starting on 2021-02-16 06:30 PM was called to order by the president, Doug Leonard. The meeting was held virtually.

The following Board of Director members are present:

- Doug Leonard, President
- Jim Willeke, Vice President
- Kathryn Lake, Secretary
- Kathy Noblet

A quorum was determined as a majority was present.

No Guests attended this session.

Property Manager Report

The property manager’s report was reviewed. Following are items discussed regarding this report:

- [2021-02-16-maintenance-Jan-Feb.pdf](#)
- Closed Maintenance Incidents
- New Maintenance Incidents
- Outstanding Maintenance Incidents - Ms. Lake will contact Buckeye Stove to inquire of the fireplace issue at Ms. Mickley’s residence.
- [Stair Repairs](#) - we were waiting on an estimate for 6&8 FAIRWAY DR and 80&82 FAIRWAY DRIVE - more information to follow.

Financial Report

The financial report was reviewed by Mr. Leonard. Year-to-date indicates a slight shortage of income and the snow removal charges have not been recorded in the statements

- [2021-01-31-treasure-report.pdf](#)
- [2021-01-31-paid-items.pdf](#)

Approval of Minutes

The minutes as included in this report were approved with a motion from Mr. Willeke and a second from Ms. Noblet. Motion carried.

- [2021-01-19-board-meeting-minutes.pdf](#)
- [2021-01-26-board-meeting-minutes.pdf](#)

Old Business

[2020-landscape-Unit-Check](#) - tabled to the spring season..

[43 FAIRWAY DR - Repairs](#) - tabled to the spring season.

Rumpke

[The Fairways Trash Service](#) We were checking on getting details of which units were the cause of over charges. Mr. Leonard noted that there is indeed a ten bag limit per condominium owner. If there are charges, Rumpke will notify and earmark the homeowners address.

The Reserve Project

[The Reserve Project](#) is the lead document to links and information on the Reserve Study. Continued review and discussion will take place regarding this document at future meetings.

Amending Conditions, Covenants, and Rules (CC&Rs) and Association Documents

A short discussion regarding the amendment of the documents to hold a meeting with five representatives and assigned proxies may be one option for the annual meeting. The board will bring forward Plan A and B for consideration at the next meeting for the annual meeting venue, voting process, format, etc.

New Business

Tree Plantings

Ms. Noblet brought forth the request for funding of tree privacy screening along the property where the new house is being built. She will prepare a budget proposal and drawing to be presented at the March meeting.

- drawing
- budgeting cost

Elinor DUNNEWOLD

Ms. Lake will contact Ms. Slaughter to request contact information regarding MS. Dunnewold. She is indeed residing at Brookdale.

Elinor Dunnewold
Brookdale
1615 Yauger RD, SUITE B1
MOUNT VERNON, OH 43050-8333

2020-2021 Budget Review

Mr. Willeke presented the budget from this past year as well as the upcoming year's budget. Discussion and review transpired. At the March meeting, the board will approve the budget and the 2021-22 year. Gratitude was expressed to Mr. Willeke for his time, good work and efforts in preparing this information. Well done, Jim!

[The Fairways Year-over-Year-Budgets](#)

2021-2022 Budget for next term

What do we need to add or adjust for the next term?

[Jim's Updated Budget-Assessment-Calculations](#)

Notes so Jim Remembers what to talk about. Our cost in just the last 12 months:

Fees have not gone up in 5 Years (may 2016 - May 2021)

[Budget-Assessment-Calculations](#)

	2021 Budget	2016-2017	% Change
Budget Category	Amount	Amounts	
Insurance SQFT	31,972.23	27,000.00	15.55%
Reserve Contribution	208,500.00	57,504.00	72.42%

Maintenance	15,450.00	22,000.00	-42.39%
Administrative	1,030.00	1,500.00	-45.63%
Lawncare (Contract)	58,451.31	54,500.00	6.76%
Lawncare (Additional)	15,000.00	10,000.00	33.33%
Snow Removal	15,000.00	18,520.00	-23.47%
Legal & Professional	4,800.00	3,000.00	37.50%
Property Manager	11,280.00	11,280.00	0.00%
Treasurer/Accountant	8,000.00	3,500.00	56.25%
Taxes	360.00	500.00	-38.89%
Electricity	1,374.00	2,000.00	-45.56%
Natural Gas	516.00	500.00	3.10%
Trash Removal	18,273.60	13,536.00	25.93%
Water & Wastewater	637.00	530.00	16.80%
Other Expenses	5,312.00	400.00	92.47%
Totals	395,956.14	226,270.00	42.85%

Demand spikes in softwood lumber prices in the wake of the COVID-19 pandemic have caused the price of an average, new single-family home to increase by nearly \$16,000.

Average price for a new home has risen 15% from May 2016 to May 2020 which is a major indicator of what maintenance costs and repairs on our buildings.

Most of "Other Expenses" are Depreciation.

We are budgeting less for:

- Maintenance: -29.45% (Much of this is being moved to Reserve expense)
 - All concrete work is reserves
 - All Roadway Repairs is reserves
 - All mailbox repairs are reserves
 - Any Clubhouse repairs are reserves
 - We also have moved money to reserves from Operating expense over the last year.
- Trash expenses are held for 3 years due to Board of Directors Contract with Rumpke
- Administrative: -45.63% (mostly as we do so much electronically)
- Electricity: -45.56% (This appears we do less at Clubhouse Covid?)
- Any budget category less than 3,000.00 is trivial

Adjournment

The meeting was adjourned at approximately 7:30 p.m., by the president, Mr. Leonard. The next meeting will take place virtually on Tuesday, March 16, 2021 at 6:30 p.m.

Executive Session

The Executive Session was convened at 7:30 p.m., by the president, Mr. Leonard. The board reviewed the late fees from previous months. Mr. Leonard will contact one of the condominium owners regarding their future payment status. No motions were brought forth during this session.

Only the Board of Directors and specifically invited guests are permitted.

[2021-02-16-Executive-Session Meeting Agenda](#)

The executive session was adjourned at 7:40 p.m.

Respectfully submitted,

Kathryn Brechler Lake, Secretary