

## **SQHOA meeting: Minutes of December 6, 2017**

**In attendance:** Brenda Majdalani, John Walczak, Nicole Reece, Michael Nowak, Mary Sweeny, Ben Krasner.

Meeting called to order at 7:09 p.m.

### **I. Presentation by Mary Sweeny, Quarry Living Magazine.**

Mary Sweeny gave the Board a presentation concerning a magazine she is starting for Quarry residents called Quarry Living. The magazine will launch its first issue on January 1, 2018.

Mary expressed that her goal is to unify residents and adjoining neighborhoods. Board members expressed a need to keep SQHOA separate from other HOAs such as Greycliffe, Quarry Villas etc., for financial purposes. Because SQHOA pays for its own picnic out of residents' dues, opening up SQHOA picnic would present a financial problem. Nicole Reece pointed out that the goal of the SQHOA picnic is to bring neighbors together, not necessarily neighborhoods.

Mary stated that the magazine would be willing to help defray some of the cost associated with the SQHOA annual picnic. The possibility of having a joint picnic with other neighborhoods in the future was discussed. Board members expressed that the neighborhood garage sale would be a good item to advertise in the magazine.

President John Walczak stated that the magazine would be a good communication tool that the board could utilize to reach homeowners. Mary is looking for recipes, local events and pets / families to feature on future magazine covers.

Ben Krasner suggested that the magazine could be used to help meet the board's need to communicate with residents on a quarterly basis in the same manner as a newsletter-concerning such matters as deed restrictions, deed restriction violations and neighborhoods events.

Mary stated that the deadline for publishing events and articles in the magazine is 30 days before the issues goes to print. In sum, the Board found the idea of a Quarry Living magazine to be of interest.

### **II. Homeowner's Forum:** No homeowners other than Board members present.

### **III. Secretary's Report:** The November minutes were circulated to Board members prior to the meeting. Editorial suggestions were made and incorporated into the latest

draft. Motion to approve the November minutes-Mike Nowak; Second Nicole Reece. All in favor, none opposed. Minutes approved.

- IV. **Treasurer's report: Preliminary review of November financials.** The monthly Balance sheet and Profit and Loss Statement were circulated. The Board had no income in the month of November. Expenses totaled \$1,160.82. Of that amount \$128.69 was incurred for landscaping expenses, \$554.21 for utilities, and \$477.92 for management expenses. The same expenses are to be expected for the month of December.

**Delinquent Account Review:** As for delinquencies, the same 7 properties that have been an issue all year long have delinquent dues for 2017. See Delinquency (Detail) statement as of 11-30-17. The Board has been in contact with attorney Paul Radon concerning the property held in Trust by Louisville Title concerning efforts to collect on dues owing to the association since 2008, dues and fees totaling \$5,717.44.

**2018 Annual Budget.** President John Walczak noted that in 2018, the Board will have carryover income of \$14, 251. John expressed a desire to add a line item to the budget for "Landscape Improvement." Landscape is a maintenance item, but funds for "Landscape Improvement" will enable the Board to save funds separate from mowing, trimming etc.

Mike Nowak stated that Tony from Pro Edge made recommendations for the island update which would include tearing out the bushes. This would save the Board money on trimming expenses.

Nicole Reece stated according to the recent poll on NextDoor.com 90% of resident respondents did not see a need to invest money in re-landscaping the islands at the front entrance. Most felt that the money should be spent on maintenance of the pond.

Budgeting money for "Landscape Improvement" does not mean that the Board has to spend that money. Whether or not the Board should spend that money on a particular project is a different question. The Pro Edge recommendation for next year would also include a trimming of the plants on the island end caps- to enhance visibility and safety for automobile traffic.

John Walczak proposed budgeting \$8400 for 2018 for Landscape Improvements, with \$9500 for Landscape Maintenance-which includes the Gully maintenance. John stated that the Board needs an approved budget in December since dues invoices will go out in January. With carryover income of \$14,000 into 2018, the Board

expects that there will be money to put into savings for 2018. Major budgetary changes include an increase of \$11,000 in Landscape Repair and Maintenance for an item total of \$19, 850.00.

A \$1000 item increase was also made for Postage & Mailing-making that item \$2500 for 2018.

The Annual Picnic budget for 2018 is \$6500.00.

The Gully hazard project- included within the Repairs & Maintenance is \$9500- including the usual budgetary allowance of \$1500.

Motion to approve the 2018 Budget as presented: Mike Nowak. Second- Ben Krasner. All in favor. None opposed. Budget approved.

- V. **Architectural Report-** Ben Krasner reported that no submissions were received this month. The Board noted that an unapproved pool project was started on Quarry Road. The Board discussed the need to draft a letter to send to the homeowner and future homeowners who go forward with projects without seeking HOA approval required under the Deed Restrictions. It was recommended that the neighbors surrounding the property also receive a copy of such a letter. The only other option would be to seek legal action and seek to enjoin non-approved projects, but that involves considerable legal expense.

Also discussed was an address on Quarry Rd., where there are several projects planned. The submissions made by the homeowner however, were not detailed. Mike Nowak recommended that the Board send the homeowner a letter asking for more details about the planned projects.

The Board further discussed residents who have started projects without HOA approval. It was recommended that the HOA draft a letter to these residents and encourage them to submit their planned projects to the HOA for approval, and to be considerate in that regard to their neighbors.

It was also reported that no work was presently being done on the lot extension/erosion repair project on Quarry Road.

- VI. **Grounds Report-** Nicole Reece reported that replacement lights were obtained for the Quarry Road sign at the Salsberry Road entrance. Mike Nowak will follow up with then electrician about the installation. The Board's warranty claim resulted in

the Board obtaining free replacements for the side affected. The Christmas lights at the Guard House were installed by John Walczak and Mike Nowak.

- VII. **Old Business:** The Gully Settlement- the Board is waiting for Attorney Paul Radon to complete the draft of the agreement. At last month's meeting the Board agreed on the Settlement Letter which outlined the Board's proposal.

John Walczak gave a brief synopsis of the history of the dispute and the hazards presented by the current state of the Gully. The issue was whether or not the Board assumed the previous developer's liability.

The Board is awaiting attorney Radon's draft of the agreement for the Board's consideration and presentation to the affected parties.

**Deed Restriction Violations:** Erin's report on the month's DR violations was received. It was again noted that many old, previously resolved issues have remained on the report. The Board discussed ways that the report could be made more current and of better use to the Board. Nicole Reece suggested that the Board continue to look into ways to utilize current technology to take pictures, document violations, and to obtain more accurate information.

The Board also discussed the archiving of the physical documents the Board has generated over the years. Presently some documents are being stored in the Guard House. An idea was discussed concerning possibility digitizing these documents for better storage. Downloading was one issue discussed, and the process and cost of organizing such documents was also discussed.

The matter of the Pro Edge contract for 2018 was discussed. The contract proposal was \$17,385 for the year- \$1448.75 per month, with the contract for landscape service to start Dec. 1<sup>st</sup> 2017. This was well below the Board's budgeted amount of \$1800 per month. While the Board recognized that it had previously determined that any contract over \$3000 was to be bid out for competitive bids, the Board also recognized that due to imminent winter weather, the cost savings, and previous bad experience with not having a contract in place at the start of winter weather, a Motion was made to waive the bid process requirement for this particular contract, and to approve same. Motion-Mike Nowak. Second- Ben Krasner. All in favor. None opposed. Pro Edge contract approved for 2018.

Pro Edge's contract proposal for \$7,700 of island improvement- includes removing the hedges, and planting grass. The Board unanimously agreed to table this proposal until next year. The potential need to repair/replace the split rail fence at the front

entrance was also discussed. Options discussed included possibly replacing the split rail with metal fencing similar to and compatible with the gate at the front entrance, and also possibly removing the split rail fence completely.

The 2018 Picnic planning was also discussed. Nicole Reece stated that the Board had previously decided not to provide alcohol, but that residents could BYOB (Bring Your Own). Nicole proposed holding the picnic on a Sunday in August 2018. Several possible dates were mentioned. The vendor would be Pork Belly BBQ. Children's games, bounce house and a face painter will be on hand. And the possibility of a resident Corn Hole tournament was also discussed.

The final order of business discussed was the January meeting. The Board unanimously decided to keep with standing tradition and to cancel the January meeting.

The meeting adjourned, by unanimous decision, at 9:00 p.m.

Respectfully submitted,

Brenda J. Majdalani  
Secretary SQHOA