

**Presented Agenda:**

- Introduction / Roll Call
- Presentation of 2022 Budget & Account Balance Review
- Old Business
- New Business
- 2021 HOA Open Discussion

**Meeting Minutes**

**Introduction / Roll Call**

- Welcome & Thank you
- New board members introduced – Jason Rawe and Scott Walton
- Dylan Hanlon, Matt Munroe, and Aaron Tyran

**Presentation of 2022 Budget & Account Balance Review**

Budget Review

- 2021 Budget YTD
- 2022 Proposed Budget
- Keep annual dues at \$115.00
- Bookkeeper expense increased monthly cost for 2022
- Welcome packets – planned as last year. Did not execute for 2021. Planned to implement for 2022
- \$7,400 – negative operating for 2021. Deficit due to entrance lighting expenses and maintenance

Account Review

- \$9000 Operating Account
- 10,000 Capital Account
- \$21,000 Money Market Account

Discussion

- Homeowner – Requested insight into number of houses flipped in 2021. – Completed and sent to homeowner 11/8/21
- Board confirmed that the \$100 new home buyer fee for capital improvements is still in place.
- Discussed Account Balances – What is the HOA Boards perspective on the amount to retain in the accounts.
  - o Board has the POV that \$35k - \$40K – roughly one year of the operating budget would be a good balance to retain in accounts.
  - o 1 year in reserve is the focus of the current HOA Board

**Old Business**

Board implemented governance process.

Bookkeeper infraction notice and logging of infractions

Typical infractions brought forward by homeowners – commercial trucks, trash cans, boats, RVs.

Notice structure discussed

- 1<sup>st</sup> reminder of by laws
- 2<sup>nd</sup> warning of second notice infraction
- 3<sup>rd</sup> – certified letter

- 4<sup>th</sup> – legal letter

Data – Question, is this data tracked.

Yes – Data is tracked and monitored with support of our bookkeeper contract  
Homeowner, requested a view into that tracking process and current data

### **New Business**

Board communication was called out for being slow. Took 4 emails to get a response about a boat storage situation.

Mailbox – Homeowner asked if the HOA could enforce the repair of a mailbox. Mailboxes are to be uniform.

Request – Add to newsletter the mailbox specs insight and link on website.

### Retention Ponds Discussion

- Homeowners are responsible
- HOA is unable to spend funds to maintain personal property
- Recommendations were made by Homeowner on how to get conversation going with TWP

Maintenance of Lewis Center walking path was brought forward as a topic the board should gain perspective on.

- Currently the HOA owns maintenance of the land between homes and Lewis Center road. When the path goes in, what are responsible for and how to we share that responsibility with the TWP? There will be additional details shared in December by the TWP and the HOA should review and discuss.

Communication – HOA is focused in building up the email contact list with focus on more efficient communication and collaboration with homeowners

- HOA Board reminded attendees to provide details with the annual dues to update the contact list

Paving 2022 – Request to put on website the details of paving & schedule.

### Website:

- Website Issue – Access link to Police Delaware City is irrelevant and should be removed
- Website Issue – Corrupted page that loads as blank / 404 – Requires review and update
- All correspondence with Website and content to be loaded on site should be managed by the HOA board and only the HOA board.
- The Shores Facebook Page – this is not monitored by the HOA and not an official site of the HOA. Information found on the FB pack is very helpful and a great tool for the homeowners to communicate and build relationships. All formal communication & official neighborhood correspondence will be managed through the website, email from the board, and mailings.

Lighting – New entrance lights were discussed. No action to be addressed at this time

### Holiday Lighting

- HOA did not budget for securing landscaping contract to put out holiday lights.
- Holiday lighting is something up for consideration in 2022 and would require a board motion to address
- HOA encourages grass roots efforts to decorate the entrances. HOA requests that volunteers reach out to HOA and share their interests and approach to decorate.

### Bylaw Revision Discussion

- Bylaws created in early 1990s.
- Homeowner asked if there is a plan to update the Bylaws to be more relevant with the times.
- Solar Panel discussion – In conjunction with the Bylaw revision topic, the topic of solar panels were brought forward. Should they be acceptable in the Shores or do they go against the natural look required as part of the bylaws. This topic requires further discussion and is an action item for the HOA.

Cul-de-sac - Brought forward by homeowner that the trees in the cul-de-sac are outgrowing the support lines. Require maintenance.

- Barharbor Court
- Driftwood Court