

# Centre Hills Homeowners Association

## Annual Meeting Minutes

September 10, 2023, 4:45 PM

1. The business meeting began at 4:45PM following the Homeowners Annual Picnic at Dalevue. Since the weather looked like it could change at any moment, all in attendance agreed to start the meeting sooner than expected. Boxed lunches were prepared and distributed. A total of 22 people (14 families out of 64) attended the annual meeting.
2. Review/approval of 2022 annual meeting minutes. Bernie gave a summary of the previous year's annual meeting minutes which had been disseminated to all homeowners by email earlier in the weekend. The topics in 2022 were very much similar to this and other year's topics. There were no questions, and the minutes were accepted and approved by those present.
3. Greg introduced the Current Board Members:
  - a. President: Greg Koehle
  - b. Vice-President: Vacant
  - c. Secretary: Bernie Rodgers
  - d. Treasurer: Rose Marboe
  - e. At Large Members: Dave Engle, Dan Givoly, Larry Walker, Chuck and Bobbi Jo Wakefield, Claire Whiteman
4. There was discussion of the need for additional participation on the board. Rose was resigning the role of treasurer and we've had the vacancy at Vice-President position throughout 2022. John Yen volunteered to join the board as Secretary and Bernie Rodgers agreed to move to the treasurer position. Greg Koehle made a motion to have John Yen join the board and fill the role of Secretary and Bernie Rodgers as Treasurer for the 2024 calendar year. Larry Walker seconded the motion and the motion passed unanimously. Therefore, the Board Members and Officers elected to serve for 2024 include:
  - a. President: Greg Koehle

- b. Vice-President: Vacant
- c. Secretary: John Yen
- d. Treasurer: Bernie Rodgers
- e. At Large Members: Dave Engle, Dan Givoly, Larry Walker, Chuck and Bobbi Jo Wakefield, Rose Marboe ,Claire Whiteman

5. Neighborhood Changes

- a. Introduction of new homeowners since our 2022 Annual Meeting
  - i. Margaret and Vernon Preston, 1275 Haymaker Road, January 2023
  - ii. Chuck and Ann Theiss, 1265 Haymaker Road, February 2023
  - iii. Justin Hark and Carissa Gegaris, 1337 Haymaker Road, June 2023
  - iv. Note: S&A Homes is building at 1301 Haymaker Road
- b. Larry Walker reported that only one home is for sale now: 937 Greenbriar Drive is on the market for \$1.195 million.

6. Treasurer's Report – Rose provided the treasurer's report showing the 2023 budget, spending to date, expected changes for the remainder of the calendar year and a budget for 2023.

- a. Current Assets: Cash in bank \$17,342.17 is projected to be \$14,655.75 at year end. \$10,000 has been designated as a Reserve for Future Drain Maintenance. Leaving cash for operations of \$4,655.75.
- b. At its 31 July 2023 board meeting, the board agreed to raise the reserve for major expenditures (the portion of the storm drain system maintained by the Association) from \$7,500 to \$10,000 to reflect the increase in potential costs. The association was able to cover that reserve with excess operating cash.
- c. The board had also proposed that the association put the reserve money in short term investment. Rose had investigated the options with our current bank, First National Bank, and was offered a CD for 19 months paying 3 ½% interest. While it is not expected that the funds will be needed during the 19 month term, the money could be withdrawn with nominal penalty. Larry suggested that if we were willing to move some of the money to another bank, we might find slightly better returns. That, of course, would add to the

administrative effort including the need to setup signature authorizations and perhaps a minimum balance checking. **A formal motion was made by Larry Walker and seconded by Greg Koehle to invest the sum of \$10,000 in a CD with term of (up to) 19 months. The motion passed and Rose was instructed to setup the investment.** It was also pointed out that the interest income may expose the Association to unrelated business income at a tax rate of about 30% of interest earned in excess of \$100 threshold. Finally, Bernie Rodgers made a motion, seconded by Vernon Preston to accept the treasurers report and budget for 2024. The motion passed.

**Centre Hills Homeowners Association 2023**

	<b>2023 Budget</b>	<b>Actuals thru 8/31/23</b>	<b>Additional Anticipated</b>	<b>Actuals + Anticipated</b>	<b>2024 DRAFT BUDGET</b>
<b>Beginning Balance</b>	15,825.83	15,825.83		15,825.83	14,500.00
<b>Income</b>					
CAP Fee	100.00	200.00		200.00	100.00
Dues	2,450.00	2,430.00		2,430.00	2,450.00
<b>TOTAL INCOME</b>	<b>2,550.00</b>	<b>2,630.00</b>		<b>2,630.00</b>	<b>2,550.00</b>
<b>Expenses</b>					
Sign Bed Maint	3,250.00	400.00	200.00	600.00	3,000.00
Social	800.00	441.77	431.42	873.19	800.00
Post Office	75.00	80.60		80.60	80.00
Drain Cleanout	400.00	0.00	2,000.00	2,000.00	1,000.00
Website	55.00	0.00	55.00	55.00	200.00
Directories	300.00	191.29		191.29	0.00
<b>TOTAL EXPENSE</b>	<b>4,880.00</b>	<b>1,113.66</b>	<b>2,686.42</b>	<b>3,800.08</b>	<b>5,080.00</b>
<b>Ending Balance</b>	<b>13,495.83</b>	<b>17,342.17</b>	<b>-2,686.42</b>	<b>14,655.75</b>	<b>11,970.00</b>
Reserve for Future Drain Maintenance				10,000.00	10,000.00
<b>Net balance</b>				<b>4,655.75</b>	<b>1,970.00</b>

7. HOA work

- a. Sign and Sign Bed – minimal expenditures for weeding and cleanup occurred in 2023 as the development project at the corner of Hunter and East Branch was still delayed. Skip R. whose on whose property the sign right-of-way sits, had stopped in before the business meeting and discussed the status with

Greg. Plans are still moving forward, but the date of the work which will affect our signed is still uncertain. So the \$3,000 potential expenditure to redo the neighborhood sign was moved into the 2024 budget.

- b. Storm Drain Maintenance – Greg reported that the board has been working with Ameron Construction to get the excess silt and other debris that washes out of the storm drains removed. It is expected the board will approve a twice a year cleanup effort to avoid having to bring in heavy equipment which can damage the lawns of the residents behind whose property the drainage basins exist. Larry reported that Ameron just completed the current year work behind his house on Friday. It is expected the bill for 2023 will be about \$2,000.
- c. Family Directory – the family directory was published and distributed to all residents in 2023. It is not expected we will republish again until 2025. Greg asked if the concept of the printed directory was still desirable. The general response was positive.

8. General Safety – Greg reminded everyone of key safety items to keep in mind as we head into the fall and longer nights:

- a. Please ensure the dusk-to-dawn lights, which were required in all house designs, are properly working.
- b. Walkers and Cyclist should wear light colored clothes in evening or carry light in darkness.
- c. Since we have no sidewalks, it is best to walk on the left side of street to observe approaching traffic.

9. Social Events – Rose reported that the social events were not very well attended. It could just be a matter of timing but:

- a. Classic Cones Ice Cream Truck visited the neighborhood in early June. Attendance was less than the minimum expected, so we had to pay the agreed minimum.
- b. The Association thanks Claire and Chuck Whiteman for hosting a wine and cheese event last January 2023. Here too, attendance was much less than anticipated.

10. We are looking for someone to chair and others to assist in planning and running events.

11. Planned Board Meeting Dates:

- a. March 2024
- b. June 2024
- c. August 2024
- d. November 2024

12. Open Discussion – there was some discussion about what changes are expected at the corner of Hunter and East Branch Road. Comments indicated line of sight is rather poor there and with an active driveway planned, it was expected to be a greater issue. Greg explained that is the issue Skip R. is planning to address, by cutting into the existing bank and perhaps moving/widening the existing driveway further up onto Hunter Drive. That would involve removing much of the bushes/shrubs the association has been maintaining, and some sort of retaining wall, on which we might be able to include signage for Centre Hills and Dalevue. Overall, we believe it is the right direction.

13. Bernie mentioned that our email distribution has not been working as planned. We've been using a free GoogleGroup solution to disseminate messages, but there have been more issues recently of homeowners not receiving all the messages. After investigating the typical issues with mail going to junk folders, we still find that certain mail items are not being received. The board will investigate alternatives.

14. Adjournment – A motion was made by John Yen, seconded by Costas Maranas, to adjourn, and the meeting was at 5:14pm

Respectfully submitted by,

Bernie Rodgers  
Board Secretary.

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Greg Koehle, President

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Bernard Rodgers, Secretary and Treasurer Elect

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Rose Marboe, Treasurer