

**SUMMERHILL AT STONY POINT  
UNIT OWNERS' ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING  
Minutes  
October 24, 2023**

**Attendance:**

|                             |         |                             |         |
|-----------------------------|---------|-----------------------------|---------|
| Evelyn Henson President     | Present | Andy Gray, Director         | Present |
| Lee Hlavaty, Vice-President | Present | Cheryll Hutchings, Director | Present |
| Jo Hancock, Secretary       | Absent  | Sally Woodhouse, Director   | Present |
| Lee Hlavaty, Treasurer      | Present | Billy Wells, Director       | Present |

**Meeting Call to Order:** Evelyn Henson, President called meeting to order at 2:00 pm.

**Adoption of Agenda:** President requested motion to adopt agenda. Motion made, 2<sup>nd</sup>, and approved.

**Approval of Minutes:** Minutes for September sent by email to the Board-no changes made. President requested motion to adopt September minutes. Motion made, 2<sup>nd</sup>, approved.

**Announcements:** Executive session will discuss some elements of Declaration and By-Laws. Initial update was to simply clean up Declaration and By-Laws-removal of redundant language. Then several issues were brought up that the BOD needed to make decisions about, making the revisions longer.

**President's Report:** Evelyn stated that the committee's structure make-up update complete. She said thank you to all residents working quietly in the background. She is spending a lot of time on financial issues – UOA fees. Last year inflation was 8%, this year it is 3.7%, and we have not during that time raised UOA fees. More discussion will come later. One question is why UOA fees are higher than other places-there is no community in Richmond to compare. She asked that if residents have something to say, please sign your name to it – we can not respond if we don't know who you are. She plans to work on increasing our income. Her experience is with churches. Churches have lots of folks coming in to use rooms. We are a non-profit. She would like to hear from you how we can use the building without impacting the non-profit status or inconveniencing the community.

She thanked those that have supported her and apologized to anyone she might have upset. She is hoping we can be not be “Us and Them”., but rather “We the People”.

### **Treasurer’s Report:**

Lee discussed the financial report, starting with the Balance Sheet dated September 30, 2023. All current assets are the same as before. Cash has reduced since we put money in CDs. Total Operating Assets are about the same as last year-\$168,488. Reserves had significant expenditures above income. This includes windows, and foundation/band board repair, concrete leveling (sidewalks). Accounts receivable at \$6,348-back where we were last year. Prepaid assessments are fluxuating. Bank loan continues to be reduced by the payments. Total equity is \$827,429. This is down due to reserve spending and up \$100K from September of last year. We will continue to monitor CDs as they come due-are all earning over 5% at this point. On Income Statement, Capital Contribution is down \$10K. This was a mistake, it should have gone against reserves and was moved. YTD, total income is \$479,541. On Expenses-Audit and Tax was an early payment-will balance out later in the year. Under Landscaping, “Other Grounds” was due to planting. Bill Swift said this item will be moved to “Landscaping Improvement”.

### **Managing Agent’s Monthly Report:**

Bill Swift stated no specific updates to report. Striping finished. Spent a lot of time in the last month working with the BOD, especially document updates.

### **Committee Reports:**

**Activities:** Chair Cheryl Hutchings stated that the November calendar is out. Sign-up sheets are out, except COVID. Will receive information later on what to bring with you. Halloween pot luck next Tuesday-also have a costume contest. Four specials on the calendar for November: First Chili cook-off, Christmas decoration craft class, Social Saturday, Thanksgiving pot luck. Next meeting is November 11, 10:00, please join us, we love your input.

**Architectural:** Chair Chris Mills stated that ARC welcomes new members. Approve generator for 3110 LTC.

*Motion made, 2<sup>nd</sup>, and approved generator*

**Buildings:** Chair Wanita Hlavaty reported on two proposals to the BOD. \$49,811 for phase 2 windows. This includes additions. Some unit owners are purchasing their own. Replaced 37% of 755 windows to date. Request to spend no more than \$3,810 to replace 32 front and 26 back. Lights are about \$20-25 ea. Also includes labor. Will order a few extra. General updates - Stew Kettle – received \$400. Warmers are on E-Bay. Fence was repaired. Street Light poles will be painted soon.

*Motion made, 2<sup>nd</sup>, and approved for phase 2 windows and entry lights.*

**Communications:** Cheryll Hutchings stated that there was no meeting last month. Welcome to come join-reviewing welcome packets and gift bags.

**Finance & Insurance:** Chair Lee Hlavaty reported that he covered most in financial report.

**Grounds & Landscaping:** Chair Barbara Blasch stated that, weather permitting, tree work will start next week. Also have first of our major leaf clean-up starting soon. Trying to get leaves away from homes-cause increase of critters. Please check Crepe Myrtle-curable disease-insect that looks like black soot. Can treat small ones with soapy water.

**Health & Safety:** Beverley Smith stated that Pharmacist from Buford Road Pharmacy will give RSV and Flu vaccine Nov 1. They will also give COVID-using Moderna, November 16. RSV is not covered by Medicare-some private companies cover and some don't. Cost is \$200 if insurance does not cover-accept cash, check, credit card. Need all forms completed by Monday morning. Put all forms in cubby-83-have brown envelopes to place in. Bill Swift has tried to work with the city to get the fountain started. H&S committee has asked Bill to send a registered letter to the mayor to talk about issues getting response from the city. Kathy Driver wrote an excellent letter. Thanks to Andy Grey for helping and Bill for the help. The letter went out several days ago. Visible ID for workers-committee could not come up with a good solution. Recommend if someone strange on the property and doesn't feel comfortable approaching, call the police. Survey about programs residents would like. 18 responded. Working on the results. Ed brought green laser light that would deter geese-may or may not be effective. Resident on LVD reported 8 different residents have reported copperheads. Cheryll sent everyone information on copperheads.

**Old Business:** **Pavement Striping** - Pavement striping completed. Question about restriping guest spots-no plans currently.

**Windows** - Window replacement is going well. The company is great to work with and will give a review on Google.

**New Business:** **2024 Budget update**-Budget was ready-decided to move the crawl space repair from operating to reserves. This may reduce the budget shortfall to 0, need to review in committee. Fees may still change due to adjustments to the allocation between fixed and percentage. Will have a special meeting to discuss items to resolve and will bring back in November.

**Owner's Comments:**

**Ed Boulanger** – Copperheads exist in an environment where there is food, like mice and voles. If you remove the food that the small animals live on, reduce copperheads. To Bill Swift-the BOD today approved minutes of previous meeting and the monthly financial report. Can these documents be placed on website? Bill stated that it can be placed on Community Partners or Summerhill. Minutes are in binder in mailroom. Minutes of BOD are already placed on Summerhill website in Residents only portion. Can post financials if someone sends. Lots of information on "Residents Only" page. Secretaries of Committees, please send committee minutes to Evelyn.

**Executive Session:** Motion made, 2<sup>nd</sup>, and approved to go to executive session.

**Adjournment:**

Motion was made, 2<sup>nd</sup>, and approved to adjourn meeting. Meeting adjourned at 4:00 pm.

**Next meeting:**

Next meeting is scheduled for **Tuesday, November 28, 2023 at 2:00 pm**

Respectfully submitted by  
Wanita Hlavaty, Substitute Secretary