

The Columns at Rockwell Place
Annual Homeowners Association Meeting
May 10, 2023

- 87% of owners were represented. There was a quorum. The list of owners in attendance and proxy form are held by Kendrick Property Management.
- Welcome, approval of last year's minutes (Donna)
 - A recording of this meeting will be made, and Donna will send out draft minutes to be approved at the next meeting (next year, Wed May 8, 2024 at 6:30)
 - Owners will see different KPM people in our building based on the skill sets required; KPM folks will try to wear KPM attire for easy identification.
 - The HOA board has a fiduciary responsibility, and is working toward a building reserve.
 - Stan moved, Sarah second: last year's minutes accepted
- Board Activity from 2022 (Jenn)
 - Focus has been on building the 2023 budget, based on historical info in the 2022 budget and Rocky's gracious, generous input.
 - Then the Board has looked at existing contracts to understand contractors and services.
 - We did a fair amount of estimating in budget, in part due to inflation, fluctuating energy costs and some items we were less familiar with. We decided on a 10% reserve, paid monthly, to allow maximum working capital as we move through this year when we may encounter unplanned expenses.
 - Treating this year as a learning experience, with the goal of less guesswork next year.
- The Property Manager's Report - An Overview of Budget (Donna)
 - Income largely from condo fees
 - Operating expenses are yearly fees
 - Reserve: state law requires a minimum of 10% contribution
 - Some budget items are different because Rocky did some of the functions himself or with his staff.
- 2023 Year to Date (Donna)
 - Small windfall of \$4000 covered an emergency elevator expense.
 - Propane expense, and some other rollover expenses from previous year showed up in Jan and Feb, hence larger than budgeted numbers
 - Q: what would the average reserve be for a condo of our size? A: Varies. Ours is a new building so do have time to build up funds for capital expenses.
 - Q: Literature would suggest we're on the low end, but 10% would seem to be at the bottom. 15% might be better. A: First year the goal was to not have an exorbitant fee increase. If owners indicate an interest in increasing our reserve, we can prioritize that in future budgets (FYI, the process for the 2024 budget will begin in August).

- Q : Clarification on how our reserve works. A: Budget calls that \$10,000 goes in, so we put \$868 in monthly. (I.e., not simply what is left over.)
- Q: Why was March insurance so high? A: Pay a higher amount at the start of the insurance period. Higher initial deposit, then payment same per month.
- Q:): Why were different amounts paid for cleaning? A: Covered 2 months. Cleaning done once a week. If anyone has any cleaning concerns, please info KPM by email.
- Q: What do we use propane for? A: The hot water heater runs on propane.
- Q: When is landscaping contracting term up for renewal? A: Don't have the info right now; Donna will look at the contract and follow up.
- Old business:
 - Do we have an attorney? A: Decided not to have an attorney on retainer. Donna: If we had an attorney that was used in the past, it is helpful to keep them since they're familiar with the history unique to our building. KPM has an attorney that does not require a retainer by the board; only charged on usage should we need someone to manage monthly fee non-payment
 - Elevator inspection was completed and passed earlier this month. Certificate pending.
 - Auto front door on hold until we see the funds. Board question: should we budget for the door? Board agreed to look at this in planning next year's budget, but it seems unlikely we will have any reserves for next year. (In a show of hands, asking folks if this is a priority to pursue, there seemed to be some but not overwhelming support for this.)
 - Christopher Heights: Trish reached out, we have two contacts for resolving mutual concerns.
- New business:
 - Gas free landscaping? Will consider the suggested vendor when the current contract expires.
 - Parking permits? The lot is fuller and fuller. Any way to convince people not to park in our lot would be useful. Maybe different signage; hard to see. Stickers? Various opinions. Christopher Heights signage may be part of the problem. Problem w/ permits is that a tow company may be needed. Action: Talk to CH about their sign, board address their own sign; if needed will consider requiring stickers/permits during snow emergencies to facilitate plowing
 - Bike room door: put stopper, maybe key differently? General agreement with this plan. Donna to address, add stopper, new style of lock that automatically relocks the door.
 - Residents can let the board know about positive Covid tests so we can send an alert that we have a case in the building. Any communication will *not* identify individuals, but will be done anonymously to allow residents to take any additional safety precautions they feel are needed based on their circumstances.
 - Q: Lights in back? Karen Foster (our City Councillor) was in communication with folks from the Haskell Building; Stan will follow up with Karen to see where things stand.

- Recyclinggetting full! Donna underscored the need to flatten all cardboard.
- Election: Current trustees all re-elected
 - Terms: Brian Lynn 1year, Jenn Meeropol 2 years, Trish Allen 3 years.
 - KPM will reach out next year in March asking for owners to consider volunteering for the board. We need a total of either three or five trustees, an uneven number for voting purposes. Board terms start June 1, and last for three years.
 - We will elect Board member(s) each year at the May annual meeting
- Next meeting is tentatively set for May 8, 2024 at 6:30 pm via Zoom