**2024 Annual Meeting DRAFT**

**Hatfield Village Condominium Association**

**May 23, 2024 4:00 PM**

**Location:** Corner lawn area between units 6A and 8B, Hatfield Village.

**Board Members Present:** Maureen Burris; Bob Luippold; Diane Tsoulas; Sandy Worden and Richard Gorman.

**Owners Present**: A listing of owners in attendance is on file at Kendrick Property Management. The meeting had a quorum of 81.828%. Thirty units were in attendance with 29 owners attending, and 7 units were included by proxy.

**Kendrick Property Management:** Donna Golec, Owner KPM, Gretchen Bechta, Property Relations KPM

**Call to Order:** 4:15pm

**Review and Acceptance of the 2023 Annual Minutes:** Motion made and seconded to accept as written. All in Favor, None Opposed. Motion Passed.

**Presidents Report:** Maureen Burris welcomed all unit owners, Kendrick and thank you for attending. Thank you to Kendrick, Donna, Gretchen and staff for the excellent assistance provided for the functioning of Hatfield Village. Thank you to the Board Members for a good year and a special thank you to Sandy Worden for taking minutes for all of the Board meetings.

Maureen discussed the effects of climate change and being prepared. As a reminder, residents could be a possible increase in ticks, bugs, and insects due to the decreased snow and no frozen ground. Rabbits are here! Birdfeeders should be down for the season as there is a multitude of wildlife on the property.

Maureen continued with an explanation for exceeding the projected budget. There was an increase in insurance costs and with an increase to the deductible to $5000, starting with the renewal in October. Repairs made to the irrigation system, which was hit by lightning, increased this budget line over $4100 because of the decoders and the controllers. Crack sealing done. It is on a 3-year maintenance schedule and the actual cost was higher than the estimated costs. Replacement of 4 sets of steps. There was difficulty finding a contractor, but they needed to be done due to safety concerns. Additional tree work cost $2000. The repair and maintenance line was budgeted for $5000, actual cost was $7000.

The plans to address next year include water problems: window wells, bulkheads and sinkholes in the pavement. Possibly more steps to be replaced and some bulkhead painting. Maintaining budget for the trees includes trimming, revamping some bases to discourage disease, and continuing efficient usage of rocks as they become available from the base of trees.

A community tag sale is scheduled for June 8th. Information to the Board if interested by June 1st. It will be advertised in the Gazette. Owners who also might be interested in the following with a show of hands: backyard get togethers, lunches & dinners and a restart of the weekly Bocce Ball.

**Property Manager’s Report:** Donna Golec, KPM, began with a more in-depth discussion of Association insurance deductibles. Insurance carriers review policies and some will drop associations who have less than a $10,000 deductible. Also, if there were more than 3 claims made, carriers can drop associations from the standard market and force associations to get insurance from the non-standard market, which is very expensive.

Financials were discussed. It was noted the Board is provided with a fully reconciled financial package each month which includes the year-to-date income statement, balance sheet and back up for all invoices paid. Monthly contributions to the reserve account are budgeted and made monthly. The amount is calculated as 10% of the total expenses budgeted are moved to the reserve account for future capital expenditures. This included an example discussion of roofs, their age, and the process of estimating what it would cost to replace. Every year the Board and KPM restudy the future capital expenditures, evaluate the annual operating expenses and review the income revenue to determine a balanced budget. The Board has moved some of the reserve monies into a CD account which earns a better interest yield, which benefits the Association’s account balances.

**2023-2024 Property Maintenance Report:** Items addressed in 2023 included water seepage into basements at 2B & 18A, damaged siding repaired at 14B & 16B, replaced tread on 4 sets of stairs at 2B 17A & 20 A and B, sealed the cracks in the driveways and street asphalt, repaired the sprinkler system, realigned siding gats at 1B, 4A, 8A & 15A, power washed buildings, 1,2,4,6,14,16,18 & 20 and caulked garage cracks at 3, 4,5,6,7,8,9,15,18,19,20 and 22. Additional work done to address basement and bulkhead leaks at 15A, 15B, 17A, 18A, 19A and 22A. Exterior light fixtures with rust addressed at 12A, 12B and 1B. Repairs made to chipping paint on door frames at 12A & 12B. Painted well covers at the front of the property and in the front island.

**Owners’ Concerns:** Discussion regarding who is responsible for flushing the hydrants within the Association’s street area. Board looking into it. Concerns were expressed by Unit 18A regarding bulkhead leak. Unit 2A reported leaks following heavy rains.

**Board Elections:** Balloting results: Robert Luippold, Diane Tsoulas and Cynthia Foy will join the board with Maureen Burris and Richard Gorman. Robert, Diane and Cynthia’s terms will end in 2026. Motion made and seconded. All in Favor to elect Board as referenced. None opposed.

**2025 Annual Meeting:** Suggested date will be in May 2025, 4 pm.

**The motion to adjourn:**  5:05pm