

# April 10, 2025 Minutes for The Cottages at Hastings Green Board Meeting (FINAL)

1. Call to Order:

A Board Meeting of The Cottages at Hastings Green was called to order at 6:36 PM on April 10, 2025 (via Zoom).

Attendees:

Voting members in attendance: Eleanor Burke, Candy Dann, Regis McDonald and Kathy Yesh

Guests in attendance: Lorie Jaraba, Superior Management and Vanessa Hughes and Vaughan Rademeyer - CHG owners.

2. Voting members absent: none  
Confirmed quorum of Board Members

3. Approval of Minutes: A motion to approve the minutes of the previous meeting held on March 13, 2025, was made by Regis and seconded by Candy. All voted in favor of the motion.

4. Treasurer’s Report: Candy presented the Treasurer’s report  
April 10, 2025 Treasurer’s Report  
Operating Fund as of end of month: \$29,489.12  
Reserve Fund as of end of month: \$50,174.71

**Operating Fund**

Summary: Having moved \$3298 into Reserves last month, we now have over \$50,000, which is positioning us to be able to move forward with some painting this year. How much is to be debated.

Our insurance costs are still not finalized but we currently have over \$10,000 unspent in various line items of the Operating Budget (see below) which will help cushion us against a possible cost increase this year. (Note: orange cells are updated from last month.)

<b>2025 Budget Highlights</b>	<u>2025 Budget</u>	<u>Planned or Spent YTD</u>	<u>Current Variance from Budget</u>	<u>Funds Likely Still Available</u>
Gutters	3,500	3,187	313	
Lighting (Garages & Path Bulbs)	500	300	200	200
Property Maintenance General	5,000	132	4,869	4,869
Contingency	3,000	-	3,000	3,000
Snow Removal	620	180	440	440
Tree Maintenance	2,500	-	2,500	
Irrigation Maintenance	2,300	-	2,300	
Landscape Renovation	1,500	-	1,500	<u>1,500</u>
<b>Contingency, Flexible Funds</b>				<b>\$10,009</b>

## **Reserve Fund**

Looking at the Reserve Fund and in consideration of options for painting, it is worth thinking about this year and next year together. I have sent separate information on painting options and the outdoor lighting repairs for discussion later.

Lorie commented that the insurance industry is crazy right now so we still do not have a final cost on our 2025 policy.

Lorie will keep track of expenses that go to the Reserve Study.

### 5. Committee Reports

a. Eleanor mentioned that there will be a Hastings Green Social Event on May 17. More info to follow.

b. Eleanor also reported that she did a walk through the community with Justin from Landscapes East and West.

### 6. Unfinished Business

a. The painting proposal submitted by Verhaalen was discussed. Regis questioned whether the cost of painting the balcony and porch was included in the cost of painting a house and it is not. A motion to paint 6 homes (7030, 7042, 7046, 7047, 7051, 7058) in 2025 and then pay for 4 homes in 2025 and 2 homes in 2026 was made by Candy. Regis requested that we clarify and notify the community that we are carrying over the balance of painting 2 homes into 2026 in lieu of a special assessment. The motion was then seconded by Eleanor. All voted in favor of the motion.

Other items in the proposal (doors, balconies, stairway repair and touch up painting) were tabled pending clarification and further discussion.

b. Sidewalk power washing - Verhaalen included in their proposal and will power wash sidewalks throughout community for \$1000 compared to \$3300 proposed by LE&W.

c. Landscape lighting - A motion to repair the two broken path lights but not enter into a maintenance lighting contract was made by Eleanor and seconded by Candy. All voted in favor of the motion.

d. Finance Advisory Committee - the charter for the newly formed committee went out to owners for questions and comments. The committee will be comprised of two Board members (Candy and Regis) and two owners (Brian and Sheila). Tasks have been assigned. A motion to approve the Finance Advisory Committee as written was made by Regis and seconded by Eleanor. All voted in favor of the motion. Candy will look into getting a proposal for an on site inspector. ^

### 7. New Business

a. Regis explained that some homes have had water intrusion in the nook windows which may be due to aging aluminum window frames. She offered to find out where water is coming from and how best to repair. ^

b. Best practices process for prioritizing and scheduling repair requests was tabled pending further discussion.

c. Contract renewal with PONO was tabled pending further discussion.

d. HOA insurance and deductible costs was tabled awaiting updated costs from insurance company.

### 8. Special Consideration of Urgent Items

The ARC request submitted by Sheila Martin was approved via email.

9. Candy requested we hold Thursday, April 17, 2025, at 5:30 PM for a possible Board Meeting to further discuss 2025 insurance policy.

The next Board Meeting is set for Thursday, May 08, 2025, at 6:30 PM.

10. Adjournment - A motion to adjourn the meeting was made by Eleanor and seconded by Regis. The meeting was adjourned at 8:14 PM.

Respectfully submitted,  
Kathy Yesh