

MINUTES  
DISHAROON RIDGE UNIT OWNERS' ASSOCIATION  
ANNUAL MEETING  
December 14, 2024

Those Board Members present were Barbara Hall, (Secretary), James Duda, (Treasurer), Shirley Hensley, Steve Cochran, and Harford Field (President – attending by internet hookup).

The meeting was called to order at 10:00 AM on December 14, 2024, at Village Station, room A, by Barbara Hall Sec. (by request of Harford Field, Pres.) and a roll call taken of owners to establish a quorum. The results were 20 owners were either present by attending or by proxy. This exceeded the 13 needed for a quorum so the meeting proceeded.

- Acting President, Barbara Hall, called for the reading of the minutes from the last meeting and there was a motion and second to waive the reading and approve them as written. This was approved unanimously by the board members present by a voice vote.

### Officer's Reports

#### President's report (Harford Field – by internet connection):

- The president expressed appreciation for the work of the board during the past year. Major projects sited were as follows
  - The management of felled trees from 2 windstorms
  - Additional at-risk trees removed to avoid further damage
  - A shift to POA of the responsibility, cost and maintenance of roadside repairs, signage and road striping and painting of directional signs on the roadways.
  - The replacement of 5 crumbling asphalt walkways with concrete.
- The president announced the rise in dues to cover building degradation, especially window replacements in the future.

#### Treasurer's report (James Duda):

- There are 31 of 38 units which are current on assessment fees. Others are only a little over 30 days delinquent. This could be due to slow mail delivery. No action is needed at this time.
- The Treasurer searched out possible Insurance companies which would cover our community at a lower price than our current agent. There was no financial advantage in changing insurance carriers.
- The category that caused overspending this year was the budget for maintenance due to windstorms. Increasing this category in the future by a rise in assessment fees will allow the community to catch up on neglected maintenance in past years.
- Going forward, the financial plan is to reduce the amount going into the reserves for full replacement as scheduled to use for critical repairs of the reserve item to prevent further deterioration as a result of storm damage and deferred maintenance.
- The 2025 budget has generally been adjusted to fund general maintenance more and reserve funds less, plus coving the ever-increasing cost of insurance.
- Our Reserve Fund is currently at \$88,583 in all accounts, with a 5-year goal for the Reserve Fund to reach 79% by 2028. This is well above the industry standard of 70%.
- An audit was completed by a trusted owner who was previously the treasurer of the Association. Our financial books were found to be acceptable with only a few recommendations.

Secretary (Barbara Hall):

- Summary of property repair, maintenance and management during the year.
  - Building and structure focus was on correcting a water intrusion problem in unit 431 caused by converting an open deck into an extension of living area. Solutions are being investigated.
  - Windstorm – tree felling emergency when two trees fell across the right side of building 7's stairway and landing and crushed two automobiles. No one was injured. A cleanup and repair contractor was efficient and thorough in repairs.
  - Several veteran tree contractors were asked for evaluations of the remaining at-risk-trees throughout the property, and finally, a registered Arborist was engaged to confirm the high-risk trees. Five trees were identified for speedy attention.
  - Rain gutter maintenance is an issue which is being evaluated. We have a regular service for maintenance, but others are being considered for a more thorough remedy to ongoing problems.
  - Facia and siding issues are being identified and repaired when reported. This is on-going.
  - Pest control of all kinds is being addressed. That includes rodents, bugs, termites, and carpenter bees. We are beginning to work toward the vendor's best practices task of placing pond pebbles next to the foundations. This has been accomplished at buildings 4 & 5.
  - Buildings 4 & 5's landscape has been "deep cleaned" to allow us to inspect support timbers under landings and stairways. Mulch is being spread in open areas to help stop erosion.
  - Five crumbling asphalt sidewalks have been replaced with concrete and mulch has been placed along the edges of the walkway to provide safe landing if there is a miss-step along the sides.
  - The trash hut was given a deep cleaning and security cameras placed to help identify residents who were not respecting the rules of this convenient service.
  - The maintenance area in the rear of the trash hut is beginning a renovation to assist board members in helping to maintain the property.
  - There is a call for volunteer building captains who will watch and report maintenance needs for each building. There have been 3 volunteers so far.
- Future focus for the board,
  - Safety – including large trees at risk of falling
  - Freeze guards on outside faucets during winter and distributing salt to convenient locations for owner spreading during ice or snow events.
  - Electric repair of outside lighting.
  - Future planning for window repair, roof repair of buildings 4 & 5, and retaining wall repair around parking areas.
  - Erosion Control. Use of free mulch (from POA) to work toward loss of earth around AC units and around the foundations of buildings.
  - Roadway maintenance & repair (POA will pay). This will include a clean out of the drainage ditch across from buildings 4 & 5, replacing rotting timbers next to the road in front of building 5, deteriorating asphalt on roadway, road signs and directional indicator painting and stripping on the roadways and parking areas.

Questions from Owners:

There were questions and discussions from owners attending the meeting, the bulk of which was to discuss the rationale behind the raising of the assessment fees. Board members supplied information to raise awareness.

Election Results:

The results of the Election were announced as follows: Owners who submitted themselves as candidates for Board members and were elected for the year 2025, in alphabetic order are: Steve Cochran, Harford Field, Barbara Hall, Shirley Hensley, and Jean Tripi, to fill a five-member board of directors. Two additional owners, Nick Tripi and

Tim McGraw also were candidates for board positions and had a majority vote from owners to become board members. There was discussion regarding the addition of 2 additional board members and the process which needed to take place in the following Board meeting to confirm their position.

At 11:55 AM, a motion was made to adjourn the meeting by Shirley Hensley. The motion was seconded by Ernest Hensley. All board members voted verbally to adjourn the meeting.

Submitted by Shirley Hensley, acting secretary (for this meeting only). Content was edited by Harford Field, President.