

# DRUOA BOD MEETING MINUTES

July 19, 2025

Wolfscratch Village Rm. A, 10am

## Call to Order

10:03am by Harford Field

## Proof of Notice of the Meeting

Proof of notice verified (posted via email system)

## Establishment of Quorum & Directors Present

Attendees: Harford Field, Jean Tripi, Steve Cochran, Shirley Hensley, Tim McGraw, Nick Tripi (all board members) exceeded quorum requirements.

## Approval/Reading of April Board Meeting Minutes

Motion to waive reading of the minutes and accept as written? Jean Tripi motions, Steve Cochran seconded, approved unanimously.

## Report of Officers

- Treasurer
  - Assessment Status – all owners are current
  - Annual Audit Plan – Declarations 5.05 requires special request by owners or at least 50% of the board to conduct an official audit. Unanimous that Jean Tripi to find a qualified reviewer as an audit not required or requested.
  - Reserve Funds Status – Good order with CDs rolling over as needed to create at least a quarterly ladder of maturing CDs for use as needed, some funds used ahead of schedule required (two building roofs plus some minor maintenance of the other five roofs) but did not affect totals resetting reserve category as needed.
  - Update on legal representation research – see president's comments
- Secretary – Harford Field, acting, no current issues. Need to find permanent position holder for December election.
- President
  - Annual Owners Meeting (currently) – December 6, 10am, Village Rm A
  - Fall Quarterly Board Meeting – October 18, 10am, Village Rm A
  - Budget Meeting – September 25, Village Rm A try to change to 9/27 if Cochran can host.
  - Call for Candidates 10/1 - Shirley to assist Harford
  - Issue Ballots for December Owner's meeting 10/31 Shirley to assist Harford

- Requested Tim McGraw to provide update on quote to present October quarterly meeting including specifications and possible test software.

### **Old Business (unfinished)**

- Discuss possible changes to bylaws as allowed under the Condo Act SS 44-3-93 (two-thirds owner approval required): add VP, clarify some language for consistency – 2026 plan with retained legal services. Motion to move forward with NowackHoward as legal representation with retainer for 2026 effective January 2026.
- Review of open projects – Ongoing (see attached report from Nick Tripi)
- Rules & Regulations Update Review/legal counsel research results. Agreed that as lowest governing document to table update until after 2026 update if Declarations and ByLaws.

### **New Business**

- Discussion of need to limit/control access to building crawlspaces. Infrequent problems dictates a simple solution. Upper 3BR units have all A/C & water heaters inside their unit, so problems are for 1BR & 2BR which also often have four access doors with split of A/C and water heaters. Nick Tripi to mark systems with unit number and update welcome letter as well as the website.
- Potential issue of crawlspace mold development and remediation. 2019 board approved inspection but was never performed. Budget can handle \$2,800 inspection fee to determine remediation requirements now. Unanimously approved for mold inspection to determine if and what remediation may be needed.
- Budget meeting date agreement (tentative 9/25) needed prior to call for candidates and finalization of 2026 budget.
- Shirley Hensley - Website and Email Activity. All good. Researching new web host to a more modern technology.
- Retaining wall inspection performed and all found good.
- Lighting request by POA to reduce from 60W to 25W but environmentally correct downward step lighting needs at least 40W for safety reasons. All uncovered lighting, especially on trees are being removed.

### **Adjournment**

Motion to adjourn by Jean Tripi, seconded by Steven Cochran, unanimously agreed to at 12:20pm. Next quarterly meeting Saturday, October 18, 2025.