

WILLOW GROVE OF DUBLIN
BOARD MEETING MINUTES
NOVEMBER 2, 2020

Call to Order: Meeting started at 6:37 p.m. Present were Maxine Bame, Chris Conrad, Susan Montgomery, Michele Croce and Janet Kaplan.

Approval of Minutes from Board Meeting of 9/28/2020: Minutes approved.

Manager's Report: Receivables were reviewed. Maxine explained that attorney wanted information dating back to 2014 regarding a unit owner's continuing failure to make required association payments in a timely manner, said unit owner involved in continuing legal matters with the association. Maxine further stated that today was the discovery deadline regarding this legal issue and that Patterson Merkle's attorney had not heard anything to date from the unit owner's attorney. Patterson Merkle's attorney wanted to know the Board members serving at the time and copies of all late notices sent to unit owner.

Another unit owner in arrears paid \$250 towards total owed to the association and \$359 (HOA and water) for the month of September 2020; August 2020 payments were also made for HOA, water and \$250 towards arrears. However, payment is still due for October 2020.

As of end of October 2020, current assets total \$409,293.12. Regarding maintenance & repair, there was a favorable variance of \$2,528.62. However, with regard to utilities, there was a \$8,071.69 shortfall in collection of monies for water. The City of Columbus changed water billing to quarterly in the fall of 2019.

With regard to irrigation, Sweetwater is the only service that called Patterson Merkle back regarding maintenance of sprinkler system at Willow Grove. Maxine is awaiting a call back from another company that was contacted based on a referral.

Maxine will check with the attorneys on lien placed on 5233 North which is for sale to ensure payment received before sale of property.

Officer's Reports: None.

***Sump Pumps & Shut-Off Valves:** Still needs finalized. Due to cold weather, decision made to return to gathering the remainder of this information in the spring.

***Garage Doors:** Maxine to check on finding a company to perform work needed with regard to some original garage doors in Willow Grove in need of repair.

***Handbook Updates:** Michele worked on updates discussed with Board and Maxine and will forward final draft. Updates to handbook will not be published until some current legal issues are resolved.

***Pool:** Columbus Pool Management submitted a bid of \$10,325.00 for the 2021 season (quote includes cleaning of pool bathrooms).

Sandy's Pool Service submitted a bid of \$8,350.92 for the 2021 season (does not include cleaning of pool bathrooms). Maxine said she can have Sandy's talk to the Board if interested in their bid. Maxine knows Sandy's to be pro-active in another community utilizing their services. Michele asked if Maxine can have Sandy's provide references.

Maxine indicated that information she has received indicates that Willow Grove will need a new pool by 2027. Columbus Pool Management had indicated this past season that, although the system was currently working, that it has seen better days and provided repair quotes as follows: \$5,112.00 to replace pump and plumbing from return pipes from pool to pump, and from pump to filters; \$8,786.00 to remove and replace filters and plumbing from filters to pool return line.

***New Landscape Company and Snow Removal:** Chris signed the contract with Hedge Landscape, LLC as the Board approved bid from this company for the next season. Contact will be for 10 months (March 2021 to December 2021).

Precision was contracted for snow removal last season. They did not respond to Maxine regarding bid for this season but were more expensive past season than quote from Hedge. Association will only pay if snow removal needed. Board agreed to have Hedge do snow removal and only if accumulation is at least two (2) inches.

***Roofs:** Maxine will talk with Diane regarding previous discussions regarding roof replacement in Willow Grove. Several companies previously provided quotes and all indicated roof replacement is needed within next couple of years.

Blacktop: Resealing of blacktop is scheduled for 2022 with proposed cost of \$24,000.00 to repair cracks and resurface asphalt.

Unit on North Contracting Basement Work: A unit on north was in the process of contracting basement work that involved work with existing basement window(s) to provide egress. Work started but unit owner never got back to Patterson Merkle regarding necessary permits. Maxine will check with the City of Dublin regarding necessary permits.

Proposed Budget for 2021: Maxine provided the Board with information regarding 2019 and 2020 as well as proposed budget for 2021 to cover administrative expenses, maintenance and repair expenses, and utilities. The association had a lot of maintenance and repair expenses in 2020 that were more costly than originally anticipated (e.g., rotting on interior of chimneys in need of repair). Critical issues were taken care of and some others will be completed in 2021.

Biggest upcoming expense Willow Grove will be facing in the next couple of years is new roofs throughout the community. Maxine provided the Board with information regarding an increase in association fees whether increased at 5% or 10%. The Board agreed to a 10% increase as roofs will be an expensive cost and felt a monthly increase would be easier for most owners to handle rather than an assessment.

Board Openings: Two Board positions will be open as the incumbents are at the end of their respective terms. Incumbents may indicate they wish to be considered for serving on the Board again as well as other unit members indicating if they would like to serve. Maxine indicated that unit owners would be mailed an absentee ballot.

Adjournment: The meeting adjourned at 8:00 p.m.