

WILLOW GROVE OF DUBLIN
BOARD MEETING MINUTES
OCTOBER 5, 2021

Call to Order: Meeting started at 6:30 p.m. Present were Maxine Bame, Patterson-Merkle; Chris Conrad, President; Susan Montgomery, Board Member; Michele Croce, Board Member and Janet Kaplan, Secretary.

Manager's Report: Balance sheet for financials as of September 30, 2021 were reviewed. Total equity is currently \$479,617.33. First Financial Reserve Account is \$273,696.45 of the total equity; a second account will be opened in this regard as maximum amount that can be in account is \$275,000.00. Current delinquencies in HOA fees totals \$25,070.39.

Officer's Reports: None.

Gutter Cleaning: Two bids were received, one was \$5,280.00 and the other was \$4,500.00. The Board voted to go with the \$4,500.00 bid.

Pool: Endless Summer scheduled to come out on Thursday, October 7, 2021 to see pool and pool house in order to offer a bid for services next season.

Torn Up Patio: Owner needing to complete patio work on a torn up patio received letter from Patterson Merkle regarding owner responsibility in this regard.

Fall Newsletter: Fall newsletter went out. However, the Board realized that a correction is necessary. Under "Landscaping" it was stated that the Board planned to have trees trimmed that were leaning on, or close to leaning on, condo units in preparation for new roofs to help discourage wildlife from climbing on roofs. The Association covers necessary trimming of trees/shrubs in common areas, however, it is the responsibility of individual unit owners to maintain plantings within their respective limited common areas. So any needed trimming in these areas will be at the unit owners expense. Eddie's Tree Service submitted a quote for needed trimming in limited common areas. Unit owners may utilize this service if desired, but must ensure necessary trimming is completed; if not completed timely, owners will be notified via letter and fines will be incurred if work not completed. **THIS PORTION OF THE MEETING MINUTES SERVES AS A CORRECTION TO THE FALL NEWSLETTER IN THIS MATTER.**

Roofs: A special meeting for all unit owners is planned to be held on November 4, 2021, to discuss new roofs, cost, and how needed monies will be obtained as the reserve will be insufficient to cover total cost. Plan is to increase monthly HOA fees by 10% plus additional increase to HOA fees for one year to cover roofing costs not in current reserves. It was discussed to have a separate account for new roofs to ensure these monies are not utilized for other maintenance in the community, meaning two new accounts will be opened - one for the roofs and one for financial reserve equity, as mentioned under the Manager's Report. A motion was made to approve increasing the monthly HOA by 10% plus additional increase for one year to cover remainder of monies needed for new roofs; approval was seconded and agreed to by the Board.

Budget for 2022: The Board members agreed that budget for legal fees needed to be increased to \$10,000.00 for next year.

Adjournment: The meeting adjourned at 7:40 p.m.

Janet Kaplan, Secretary