

Barrington Place Homeowner's Association Annual Meeting

Thursday, December 8, 2022

2022 Annual Meeting Minutes

Meeting called to order: 7:02 pm

Proof of Notice:

- Deadline for mailing Notice was November 24, 2022
- Mailed on November 21, 2022

Confirmation of Quorum:

- Must have 26 to meet quorum
- Quorum was met with 23 present and 10 by proxy for a total of 33

2020 Annual Meeting Minutes:

- No changes to last year's annual meeting minutes
- Motion to approve the minutes by Irina Tsvetkova
- 2nd Motion by Ken Caulton
- All in favor, Motion approved

President's Presentation on Financial Position, Repairs & Maintenance:

- Review of HOA's Current Financial Position:
 - The overall situation has not changed substantially since last year.
 - The main change is the large increase in the rate of inflation and our increased costs.
 - We are near the end of a 20 - 25year cycle of major projects replacing roofs, siding and decks. Approximately half the decks remain to be done with an estimated cost of \$90,000.
 - The HOA built up reserves to do these projects but needed to take out a loan to finish the siding project and cover the cost of replacing the decks that were becoming a safety issue prior to anticipated replacement date.
 - Barrington Place has substantial age-related maintenance issues. The hills the property sits on also causes erosion issues. With the \$23,570

loan repayment, Barrington has no discretionary funds for reserve funded capital projects.

- By the end of 2022 we should have \$29,000 in our account and 2 \$20,000 CDs as our current reserves. We need to keep one of the CDs in order to have sufficient reserves for prospective buyers to be able to get loans to buy at Barrington.
- Until the loan is paid off in March 2026 we will be limited to general maintenance as part of the line 11 Repairs and Maintenance.
- In the long term we need to begin to build our reserves back up to complete interior renovations, get ready for the next cycle of roofing and siding replacement, trash corral renew and new asphalt.
- The Board plans to upgrade the fire panels to wireless as the only project for 2023. That also will allow us to reactivate the intercom in the front door access panels.
- Review of 2022:
 - Barrington managed a number of smaller projects in 2022.
 - Resealed the parking lot.
 - Repaired the drainage pipe at the front of the property.
 - Power-washed the buildings and decks
 - Mitigated the erosion behind 3703, and improved drainage on the north end of 3705.
 - Repaired the guttering runoff issues.
 - Repaired the trash corral
 - The projects were low cost and came out of the repairs and maintenance budget line
- Future Projects the Board would like to do:
 - Finish the deck replacement project.
 - Replace the trash corral.
 - Replace carpets and lights in the common areas of all 4 buildings.
 - Improve erosion control particularly between 3703 and 3707.
 - Improve the landscaping around all the buildings.
 - Install solar panels to reduce our common electric bill
 - Install an electric car charging station.
 - At this point all these projects will need to wait until the loan is repaid.
 - We will need to carefully prioritize these projects when the time comes.

- The Board is Asking for a \$20 increase in dues:
 - This increase just covers the rate of inflation.
 - We are seeing a substantial increase in our costs in many areas including water/sewer, electrical and with our monthly service contractors.
 - We need the increase in order to balance the budget without degrading our limited reserves.
 - The board continues to believe the best business practice is to pay for projects out of operations funds built up into our reserves rather than to fund projects with a special assessment.
 - The board understands there are concerns with an increase. We share those concerns but believe an increase is demanded by the current fiscal realities
- Conclusion:
 - The board is interested in new members who are interested in joining the board. If you are interested, please contact one of the board members.
 - If you have questions about Barrington Place or the HOA you are welcome to contact me at gshepfer@iu.edu

2021 Financials Report:

- Total income = \$173,404.17(includes HOA dues, insurance, and non-dues income)
- Insurance came to \$12,992.64, which is a pass-thru amount.
- Accounting/Legal/Professional fees were under budget by \$785.50
- Water was over budget by \$147.92
- Electricity was over budget by \$218.82
- Fire Alarm Monitoring/Inspections was under budget by \$875
- Hallway Cleaning was over budget by \$475
- Dryer vent cleaning was over budget by \$2,500 because this was done twice in 2021 due to a small fire
- Income taxes were under budget by \$486.56
- Landscape Maintenance was over budget by \$4,277.47
- Management fees were right on budget
- Miscellaneous fees were under budget by \$91.05
- Office supplies/postage was over budget by \$2.04

- Repairs/Maintenance was under budget by \$7,351.80. This included janitorial labor of \$5,890; gutters in the amount of \$2,275; supply charges in the amount of \$3,437.74; and deck repairs in the amount of \$3,360.
- Snow removal was over budget by about \$2,740
- Telephone expenses was over budget by \$3,349.22 due to a switch in companies and getting everything set up – initial costs
- Trash removal was under budget by \$4
- Pest Control was under budget by \$133
- We had \$3,846.37 in billable expenses. This is where the HOA pays for a service that is turned around and billed back to the owner. The income from this shows up in the non-dues income.
- We were able to put \$24,971.64 into reserves
- Loan payment was pretty much right on budget
- Ending Reserves for 2021 was \$41,880.48 (this includes the CDs)

Current and Projected Finances for 2022:

- Projected total income = \$194,255 (This includes HOA dues, insurance, and non-dues income)
- Insurance came to \$13,000.00, which is a pass-thru amount.
- Accounting/Legal/Professional fees are projected to be under budget by approximately \$1,145
- Water is projected to be under budget by approximately \$4,800
- Electricity is projected to be over budget by \$530
- Fire Alarm Monitoring/Inspections are projected to be under budget by \$296
- Hallway Cleaning is projected to be under budget by \$2,450. We were doing excess cleanings due to COVID-19; this has stopped.
- Dryer vent cleaning should be right on budget
- Income taxes should be over budget by \$415 due to 2021 income tax filing fees being paid in 2022
- Landscape Maintenance is projected to be under budget by \$226
- Management fees will be right on budget
- Miscellaneous fees should be under budget by approximately \$200
- Office supplies/postage should be right on budget
- Repairs/Maintenance is projected to be \$10,000 over budget – plumbing repairs = \$4,937; gutters = \$2,600; exterior repairs = \$15,200; deck repairs = \$9,525
- Snow removal should be under budget by \$4,500
- Telephone expenses are projected to be over budget by \$1,300
- Trash removal is projected to be over budget by \$200
- Pest Control is projected to be over budget by \$56

- We have had \$3000 in billable expenses. This is where the HOA pays for a service that is turned around and billed back to the owner. The income from this shows up in the non-dues income.
- \$39,000 to reserves
- Loan repayment should be right on budget
- Ending Reserves for 2022 is projected to be approximately \$65,430.48 (this includes the CDs)

Vote to Waive Audit for 2023 on 2022 Financials:

- Normally an audit is recommended every 5 years
- Motion to waive Audit by Robert Seet
- Motion seconded by Ken Caulton
- All in favor with one abstention, Motion Approved

Proposed 2023 budget:

- Goals: Accomplish necessary structural maintenance on aging buildings and build up reserves for essential future large projects.
- Total Income = \$204,020 (includes insurance and a \$20/unit/month increase in dues; if passed dues would be \$310/unit/month)
- Insurance will remain a pass-through expense
- Proposed increase in water budget in the amount of \$5,400 due to increased vendor rates
- Propose increase in electric budget in the amount of \$800 due to increased vendor rates
- Proposed decrease in hallway cleaning in the amount of \$2,050 since we are no longer doing extra COVID-19 cleanings. Cleanings are \$175/clean x 26 – bimonthly = \$4,550; plus bi-annual carpet cleaning of \$2,800.
- Proposed increase of \$2,000 in landscape maintenance due to increased vendor rates – unfortunately everyone is raising rates right now.
- Jamar is requesting an increase of \$0.50/unit/month in management fees due to inflation
- \$47,750 to reserves
- Proposed increase of \$1,300 in telephone/alarm/front doors due to current rates
- Proposed increase of \$200 in pest control based on current rates
- All other regular budgeted items would remain the same as 2022

- Reserve expenses: \$23,570 for loan repayment and \$2,400 for Keypad Upgrade Project (adding Wi-Fi Line)
- The projected ending reserves for 2023 would be \$88,764.64 (this includes CDs)
- Motion to approve 2023 budget made by Ken Caulton
- Motion 2nd by Gaye Goodman
- Vote: 31 in favor, 2 abstained
- Motion passed and budget approved.

2023 Board:

- Currently have 5 members.
- Always looking for new board members.
- If anyone is interested, please reach out to Jamar or a board member.

Homeowner Concerns:

- Problems with Amazon Deliveries:
 - Packages consistently going to wrong buildings
 - One package found open
 - Another package to a completely different address found open outside Barrington – possible porch pirates
 - If expecting packages, check other buildings
 - Be kind – deliver packages to correct building
 - Could paint door a different color to make it easier for deliveries
- Could we change door security codes? – Board will discuss at next meeting

Adjournment:

- Motion to Adjourn made by Theresa Claire
- Said motion 2nd by Gaye Goodman
- Meeting Adjourned at 8:33 pm