

CHARBONNEAU GREEN BOARD MEETING MINUTES

October 19, 2022 - 3:00 p.m. – in person & via Zoom

Board Members Attending: Paul Osborn, Larry Shadle, Carole Burnside, Leslie Walker, Mary Wolfe

Minutes:

Paul noted Carole Burnside's September Minutes were sent to the Board members and, with one correction, have been posted on our website.

Treasurer's Report - Mary Wolfe:

- We are under budget in all categories. \$3,900 was transferred to our Reserve Account leaving a balance of \$163,774.68. Our 2023 budget needs to be ready for our November Board Meeting.
- Our annual HOA insurance, showing the amount each homeowner owes based on square footage, will be mailed out shortly. It is due mid-December.
- Larry Shadle reported no bills were paid out of our Reserve Account in September. We are in good shape for next year. We should be around \$15,000 favorable at the end of the year.

Architecture/Landscape Committee Report - Larry Shadle:

- **Architecture Update:** There were no architectural requests since our last Board Meeting.
- **2023 Landscape Contract:** The A/L Committee met with Jaime of Sierra Northwest to review our 2022 and 2023 contract. Our 2022 contract is \$3,700 per month even though our budget shows \$3,800. For 2023, Sierra proposed \$4,050 per month, which is +9.6%, in line with inflation. We negotiated down to a 5% increase (\$3,885 per month) and are recommending going forward with this new amount.
- Fall color flowers were planted this week in four areas. This project costs \$750 twice a year so we are asking for homeowner feedback. This is an area where we can save money. For example, do we need winter flowers at the pool? It was agreed we should not plant winter flowers near the pool entrance in the future.
- Lastly on landscaping in 2023, we are looking at a couple of projects to improve the effectiveness of our landscaper's maintenance. This will include a weekly check-off sheet (to be completed by the crew supervisor) to make certain everything is being done and an HOA site map identifying "no prune/trim" areas. There will be a system for marking areas needing work, such as marking them with yellow tape. More to follow on this.

Pool - Kenton Wolfe:

- I check our pool and the bathroom weekly and do regular maintenance. I recently fixed the sink drain. Our pool person comes every other week.
- We met with a contractor on Monday regarding resurfacing the pool deck. We are considering replacing the whole deck since the concrete is deteriorating. This could cost the same as resurfacing.

Emergency Preparedness - Sandy Batte:

- The 'NEIGHBORHOOD WATCH SIGNS' are here. Steve Fivecoat will be picking up the signs tomorrow. One will replace the sign on Carmel Circle. We need to decide where we want the other sign.
- The 'EPPS Committee' has been tasked with oversight of all the Automated External Defibrillators (**AEDs**) on the CCC campus. Additionally, they have arranged for CPR, AED and First-Aid training for the EPPS Committee, all CCC staff and monitors. Next year we will offer training for 30 Key HOA Captains. The Committee's overall goal is to train as many residents as possible.

AEDs are located as follows:

Activity Center:

- First floor coat closet near Library/Reception Desk
- Second floor Gym (requires a key fob)
- Second floor alcove next to elevator

Clubhouse Event Center:

- Just inside the main entrance, room on the left

Tennis Center:

- Just inside the main lobby (requires code for entrance)

INTERESTING FACTS:

- Sudden Cardiac Arrest (**SCA**) is a leading cause of death in the US, accounting for an estimated 325,000 deaths each year.
- 50% of victims of SCA have no prior symptoms and many have no previous history of heart disease.
- Every Second Counts! For each minute passing without Defibrillation and CPR, the chance of survival from SCA decreases by 7-10%. The average EMS response time nationwide is over 8 minutes.
- On average, only 7% of SCA victims in the United States survive. If AED shock is applied prior to EMS arriving, survival rates go up to 38% but in some settings, survival rates of 50% have been achieved. If even 20% could survive, that would be 50,000 lives saved each year.
- SCA is not the same as a heart attack. Heart attack victims usually experience chest pain and are conscious.

- SCA victims usually collapse suddenly without warning and become unconscious and can die if it is not treated immediately.
- Victims of SCA who collapse in public places are more likely to receive CPR and defibrillation and survive than those who collapse at home.
- The rationale for widespread placement of AEDs is that electrical therapy must be delivered immediately to victims of SCA (ideally less than five minutes after collapse) for it to be effective. Even the best emergency medical services (EMS) systems can often not get to the scene this quickly.
- Charbonneau Green may want to consider placement of an AED in the Pool House. Current price is \$1,549.00.

Leslie complimented Sandy for her work on the Emergency Preparedness Committee.

Welcome Committee – Shirley Chapman:

- There was no one new to welcome.
- Tere Bippes has updated our updated HOA Directory, which will be e-mailed to all homeowners.

Unfinished Business:

- None.

New Business:

- Paul copied the Board members on a recent email to one of our owners proposing a plan to catch up on delinquent HOA dues, which would eliminate late fees if followed. The Board concurred with the plan.
- We are working on our 2023 budget and it looks like monthly dues will increase \$11.00 per homeowner. We previously adopted a 6-1/2% increase for the Reserve Study (= \$5.28). Our maximum increase for the operating fund portion of our budget is 4% (= \$5.79). The annual change is always rounded to the nearest even dollar.
- Our 'Holiday Party' is back! Save the Date of Wednesday, December 14, in the Club House Fireside Room. Due to the high cost of hiring a caterer, it will not be a catered event. We are considering having the HOA provide a meat main dish and asking everyone to bring a side dish. Details to follow!

Our next CG Board Meeting will be held November 16, 3:00 p.m., via 'Zoom' and in person in the Activity Center Board Room.

Respectively Submitted,
Carole Burnside
Charbonneau Green Board Secretary