

CHARBONNEAU GREEN BOARD MEETING MINUTES

November 16, 2022 - 3:00 p.m. – via Zoom & Activity Center Board Room

Board Members Attending: Paul Osborn, Larry Shadle, Carole Burnside, Mary Wolfe. Leslie Walker was on vacation but participated by speakerphone during the budget discussion.

Minutes:

Paul noted Carole Burnside's October Minutes were sent to the Board members and, without objection, have been posted on our website.

Treasurer's Report – Mary Wolfe:

- We are under budget in all categories.
- The premium for our yearly State Farm Insurance for 2023 went down by \$183 to \$26,745. Ann Higgins has billed the premium to our 48 homeowners based on square footage per unit. Payments are due December 2.
- **Reminder:** Do **not** call State Farm's '800' number to report a claim. You should contact a Board member who will contact Jay Puppo's office. This does not include claims covered by your separate personal property insurance. (Following is what Jay informed our Board in 2017: 'All claims against our Association's insurance shall be processed through and coordinated by the Board of Directors. Jay Puppo asked us to remind our HOA owners **not** to call the State Farm '800' number, which reaches their Corporate Office where a claim is 'automatically' filed. When Jay is contacted, he can tell if a claim can/should be filed, i.e., screen them for us before they get filed, which would save our HOA from increases in our yearly premiums.'))
- **Reserve Account:** Larry Shadle reported no checks were issued during October. Our Reserve balance as of 10/31/22 was \$159,661.68. There is one outstanding bill in 2022 for tree work. After this bill is paid and November and December contributions are posted, the end-of-year balance should be \$162,579, which is \$19,827 better than the Reserve Study says we should be. Paul reminded us we will likely need more than the scheduled amount for our next painting project.

Architecture/Landscape Committee Report – Larry Shadle:

- Two topics were discussed at our November A/L Meeting:
 1. We composed a checklist for our landscaper to use, which will be printed in English on one side and Spanish on the back side. We included tasks in our contract (cutting, edging, irrigation, etc.) and optional tasks we pay extra for (insect spraying, thatching, etc.). The idea is to get some attention to detail and accountability. We came up with a proposal for the Board to consider. This would be an incentive for the landscaper to complete the checklist weekly for a \$100/mo. bonus. No partial bonus would be given. We would like to try this for six months to see if things improve. Sandi Batte expressed concern a checklist might be too much for the crew. Paul noted it is already part of our contract but without the incentive.

2. “No Prune” Signs in our HOA. There are several properties not wanting the landscapers trimming certain shrubs in the common area adjacent to their homes. Many areas in Charbonneau have signs posted. Our goal is to make signs available and make certain there is some type of control for uniformity. The Committee plans to buy signs and sell them to homeowners so we have uniformity and approval of where the signs are placed.

– Jaime Sierra presented us with a 9% increase going into 2023 based on his increased costs for gas, fertilizer, etc. but, after discussion with our Committee, he brought it down to 5%.

Pool – Kenton Wolfe:

– Our pool is clean and in good order. I had to drain the pool a bit due to the heavy rains.

– Paul reported that after getting an estimate in the mid \$20k’s from a concrete coating company, we met with our concrete guy, Lex, about replacing the concrete and deck around our pool. Kenton said we are trying to prevent sand from getting into the pool from the existing rough pool deck. Lex’s bid is \$39,800 so we are still looking for solutions. We would like to have this project completed before the pool opens in 2023.

Welcome Committee – Nan Moon:

– We have no one new to our HOA to welcome.

– Tere’s updated Directory is ready to e-mail to our homeowners.

Emergency Preparedness – Sandy Batte:

– The EPPS Medical Committee suggested the purchase of a newer type of tourniquet to be stored with emergency first-aid equipment. We have purchased two of these and they are in the Pool House first-aid storage bins. Steve Fivecoat keeps all of our first-aid equipment up-to-date and our 2-way radios charged and ready to go. Great job, Steve!

– The EPPS Committee will be posting specific suggestions for emergency equipment purchases under “Staying Safe” and “Emergency Preparedness” on the CCC website in the next week or so. Think holiday gifts!

Unfinished Business – Paul Osborn:

None.

New Business – Paul Osborn:

Leslie joined the meeting by speaker phone at this point. Paul had sent an email about the 2023 Budget to the Board members showing our maximum 4% increase for Operating Expenses and 6.5% for the Reserve Account would require an increase in dues of \$11 to \$237 per month per owner. However, after he put in all the amounts from various committees and our bookkeeper, he thinks we can get by with 2.265% for operations and a \$9 increase in dues to \$235. Larry suggested the possibility of increasing the landscape contract another percentage point. After discussion, it was moved and seconded we adopt the budget with the extra landscape amount even if it adds a dollar to our dues. Paul will make the adjustment and send it back to the Board for confirmation before sending it to our Bookkeeper Ann Higgins with a Notice to mail to all HOA members by December 1.

Holiday Party Update: Larry reported our party is scheduled for Wednesday, December 14, at 5:00 p.m. Invitations were mailed last Friday. There is no charge. The HOA will provide ham, meatballs and dessert. Homeowners attending are asked to bring a side dish. As an incentive to attend, there will be a couple of door prizes. Nan asked if we could schedule the Holiday Party for the 3rd Wednesday next year in place of the Board Meeting.

Our next CG Board Meeting will be held via 'Zoom' and in person in the Activity Center Board Room at 3:00 p.m. on January 18, 2023.

Respectively Submitted,
Carole Burnside
Charbonneau Green Board Secretary