

**STOCKBRIDGE CONDOMINIUM ASSOCIATION (SCA)
VIRTUAL BOARD MEETING MINUTES
OCTOBER 26, 2021**

BOARD MEMBERS PRESENT

BRENDA PURDY	STOCKBRIDGE PRESIDENT
SHELLEY HAVENER	STOCKBRIDGE VICE PRESIDENT
CARRIE SILLIMAN	STOCKBRIDGE SECRETARY
CHARLES WHITE, JR.	STOCKBRIDGE MEMBER-AT-LARGE

MANAGEMENT ATTENDEES

JIM UVENA	CAVALIER MANAGEMENT PRESIDENT
JILLIAN CULLINANE	CAVALIER MANAGEMENT GROUP ADMINISTRATION
DAN CULLINANE	CAVALIER MANAGEMENT GROUP OPERATIONS

CALL TO ORDER

President Brenda Purdy called the meeting to order at 7:01 p.m. The meeting was held virtually, using ZOOM, in accordance with Admin Resolution No. 04-2021. Notification of the virtual board meeting was posted on cavaliermanagementhoa.com.

ESTABLISHMENT OF QUORUM

Four (4) board members present.

APPROVAL OF MINUTES

The September 28, 2021 Board Meeting Minutes were reviewed. MOTION TO APPROVE: BRENDA, SECONDED: CARRIE, MOTION PASSED UNANIMOUSLY.

FINANCIALS REPORT

Operating Fund Balance (Checking), as of 9/30/21: \$68,237.16

Reserve Association Balance (Savings), as of 8/31/21: \$379,703.57

As previously discussed, the snow removal line item is \$4325 over budget.

\$22,000 still needs to be transferred into the Reserves from the Operating account FY 2021

\$147,500 budgeted reserve contribution FY 2021, \$465,000 by end of 2021 per reserve study recommendations
Collections Attorney Status report as of 10/19/21: 9 current owners in collections, 1 prior owner, Total collected from 6/16/21-10/15/21: \$12,230.00

OLD BUSINESS

- There was discussion regarding re-establishing the Elections Committee and setting the 2020/2021 Annual Meeting date.
 - The Elections Committee is to be formed 90 days prior to the Annual Meeting and shall consist of a member of the Board whose term is not then expiring and at least two other Unit Owners.
 - The Elections Committee shall develop election procedures and administer such procedures as are approved by the Board.
 - It was explained that due to several reasons (Covid-19, Delta variant, an inability to hold an in-person meeting until an Elections Committee was established per the guidelines, Shelley not being at the September board meeting to accept her position on the Elections Committee as the only board member whose term is not up for election), the Board is scheduling the 2020/2021 Annual Meeting for ninety days from the date the Elections Committee is established, at the Ferlazzo Building, with a Zoom option. If the Ferlazzo Building is unavailable, the meeting will be hosted on Zoom.
 - The only Board Member whose term is not expiring is Shelley Havener.
- Establish Elections Committee (to be formed 90 days prior to meeting)
 - Motion to Establish the Elections Committee for the 2020/2021 Annual Meeting: Carrie, Seconded: Brenda, Motion passed unanimously.

- Motion to appoint the following members to the Elections Committee for the 2020/2021 Annual Meeting: Shelley Havener, Samantha Sherman, Ginger Everett, Sandy Flatequal, and Kristen Morgan: Brenda, Seconded: Carrie, Motion passed unanimously.
- Set 2020/2021 Annual Meeting Date, Time, Location (90 days from 10/26/21, or no earlier than 1/24/22)
 - Motion to set the 2020/2021 Annual Meeting date as January 25, 2022, at 7pm, located at the Ferlazzo Building with a Zoom option. If the Ferlazzo Building is unavailable, the meeting will be hosted 100% on Zoom: Shelley, Seconded: Carrie, Motion passed unanimously.
- American Disposal's contract has been terminated per Board decision, Final date of service: 12/31/21
- Per Action Without Meeting, the Board has approved a trash service contract with Disposal Services LLC, Contract Service Period: 1/1/2022-12/31/2025, 2x per week trash pickup - Mondays and Thursdays, Recycling - Thursdays, All bulk items removed for NO ADDITIONAL FEE, \$8.00/unit per month @ 159 units without equipment or \$8.50 per month with recycle bins only, Total monthly fee without bins \$1272.00 or Total monthly fee with recycle bins \$1351.50, NO HIDDEN FEES AND NO FUEL SURCHARGE

NEW BUSINESS

- Gutter Cleaning Proposals were presented
 - Guzman and Company, \$2225.00
 - The Gutter Kings, \$3935.00
 - Motion to approve Guzman and Company's proposal, in the amount of \$2225.00, with the added requirement that the downspouts/elbows, especially for the lower units, must also be cleaned: Charles, Seconded: Carrie, Motion passed unanimously.
 - Management to post notices on mailboxes prior to cleaning taking place
- Freddy & Son Roofing, 10/22/2021 Estimate, 16221 Taconic, \$850.00
 - This is an active leak/water issue
 - Motion to approve Freddy & Son Roofing, 10/22/2021 Estimate, 16221 Taconic, \$850.00: Carrie, Seconded: Brenda, Motion passed unanimously.
- J.L. Affordable, 9-20-21 Proposal, 4220 Stockbridge Deck Repairs, \$2395.00
 - Motion to approve J.L. Affordable, 9-20-21 Proposal, 4220 Stockbridge Deck Repairs, \$2395.00: Brenda, Seconded: Shelley, Motion passed unanimously.
- J.L. Affordable, 9-21-21 Proposal, 16285 Taconic French Drain, \$2950.00
 - Board would like another opinion, table for now, update unit owners
- J.L. Affordable, 9-22-21 Proposal, 16254 Taconic French Drain, \$2900.00
 - Board would like another opinion, table for now, update unit owners
- J.L. Affordable, 10-5-21 Proposal, 16311 Taconic Deck and Fence Repairs, \$1890.00
 - Motion to approve J.L. Affordable, 10-5-21 Proposal, 16311 Taconic Deck and Fence Repairs, \$1890.00: Shelley, Seconded: Brenda, Motion passed unanimously.
- Management announced that the sidewalk repair work will be starting the week of 11/1/21 - signs will be posted on the mailboxes

Executive Session - to discuss matters involving violations of the rules and regulations

- MOTION TO GO INTO EXECUTIVE SESSION AT 7:40PM: CARRIE, SECONDED: SHELLEY, MOTION PASSED UNANIMOUSLY.
- MOTION TO COME OUT OF EXECUTIVE @ 9:30PM: CARRIE, SECONDED: BRENDA, MOTION PASSED UNANIMOUSLY.

Return to Regular Session from Executive Session

Association Complaint - Submitted by UNIT 096A, was reviewed and discussed. Three (3) residents who signed the complaint were in attendance. The Board believes all concerns were addressed earlier in the meeting and a response will be provided by association to the complainants.

Architectural Inspection Hearings

- Motion to fine \$50 to Units 094B, 092A, 094F, 007A, 085E, 112A - still in violation, no contact made: Charles, Seconded: Carrie, Vote: 3 yes, 1 no, Motion passed.
- Motion to fine \$50 to Unit 082D - still in violation: Shelley, Seconded: Carrie, Motion passed unanimously.
- Motion to fine \$50 to Unit 091B - still in violation, no contact made: Carrie, Seconded: Charles, Motion passed unanimously.
- Motion to fine \$50 to Unit 105F - still in violation: Shelley, Seconded: Brenda, Motion passed unanimously.
- Motion to fine \$10/day for up to 90 days or until the violation is corrected to Unit 109F - still in violation: Shelley, Seconded: Carrie, Motion passed unanimously.
- Motion to fine \$10/day for up to 90 days or until the violation is corrected to Unit 111D - still in violation: Shelley, Seconded: Carrie, Motion passed unanimously.
- Motion to fine \$50 to Unit 098F - still in violation: Brenda, Seconded: Carrie, Motion passed unanimously.
- Motion to fine \$50 to Unit 005B - still in violation: Carrie, Seconded: Brenda, Motion passed unanimously.
- Motion to fine \$10/day for up to 90 days or until the violation is corrected to Unit 090E - still in violation: Shelley, Seconded: Carrie, Motion passed unanimously.
- Unit 107A violation has been corrected - Resolved, matter closed.

Homeowner and Resident Forum - 2 minute limit per owner/resident

- Eight (8) homeowners were in attendance, but only two (2) stayed until Homeowner Forum.
- Discussion regarding the lower levels having issues with water was brought up - do the storm ponds play into these water issues?

Next Board Meeting date

- JANUARY 25, 2022 FOLLOWING THE ANNUAL MEETING, Location TBD pending approval from Ferlazzo Building. If the Ferlazzo Building is unavailable, the meeting will be 100% virtual.

Adjournment: MOTION TO ADJOURN @ 9:51PM BY SHELLEY, SECONDED: BRENDA, MOTION PASSED UNANIMOUSLY.

Submitted by JILLIAN CULLINANE, Property Manager, Cavalier Management
On behalf of the Stockbridge Condominium Secretary

Motion to approve October 26, 2021 Board Meeting Minutes made by Brenda Purdy.
Seconded by Carrie Silliman.
Motion passed unanimously at the February 22, 2022 Board Meeting.