

**Country Lakes Homeowners' Association
Meeting of the Board of Trustees
November 11, 2024**

1. Call to Order: *Bill Hanigan*

Meeting of the November 11, 2024 Country Lakes HOA Board was called to order at 6:58 PM Monday at 4004 Hedgewood (D'Angelo residence)

Board Members:

Bill Hanigan – in person
Kerry Winer – in person
Vince D'Angelo – in person
Lisa Greb – in person
Don Kelley – in person

Other Requested Attendees:

Anthony Embrogno – in person
Bruce Buller – in person

2. Actions Taken By the Board Without a Meeting Since October 14th:

None

3. Approval and Review of Minutes: *Lisa Greb*

Motion to approve the October 14, 2024 Minutes, 1st Draft, as amended deleting the duplicate word “flags” in the Property Manager’s report

Motion to Approve: Kerry Winer

Seconded: Vince D'Angelo

Vote: Motion passed unanimously

4. Financial Report: *Don Kelley/Anthony Embrogno*

a. Treasurer’s Report

Total income January – October 2024 was \$254,186.08 and total expenses were \$213,941.34

Total Assets are \$537,185.25

b. Resident Status Report: Property Transfers & Delinquencies – Moving Notices
None

c. Reserve Fund: Edward Jones: Update & 2024 Reserve Contributions

Asset details as of 11/11/2024; the current rotation of CD’s with a 12 months maturity:

<u>Maturity Date</u>	<u>Maturity Value</u>	<u>Rate</u>
1/22/2025	\$106,000	4.75%
4/22/2025	\$107,000	5.05%
7/17/2025	\$108,000	5.00%
10/17/2025	\$104,000	4.00%

- d. Projected 2024 Year End Balances
 - i. Current (October 31st) balances
 - ii. November paid or received invoices
 - iii. Outstanding (Nov-Dec) expenses
 - iv. Projected Dec 31st Balance (Income vs expenses)
 - v. Available funds for remaining proposed service(s)
After reviewing the \$22,575 of remaining 2024 expenses it was determined that we will be able to cover these expenses
- e. Partial Payment from Master Association of Invoice submitted
Country Lakes HOA invoiced the Fox Master Association for \$9,213.48 for mowing Master Association grass in 2024; they responded saying that Fox HOA Board approved \$7,948 as they will not pay for phosphorus application or aeration because those are not services they perform; the cost for those two services total \$430 but the difference between what was invoiced and what they approved is \$1,265.48; more discussion needed to resolve
- f. Initial 2025 Budget Discussion & Timeline for approval
Bill distributed a first draft of the 2025 budget that took into account all of Bruce's numbers; Bill, Don and Anthony to review; wildcard is the Reserve Study which we should have by the end of November
- g. Motion to Approve Treasurer's Report:
Motion to approve: Vince D'Angelo
Seconded: Kerry Winer
Vote: Motion passed unanimously

5. Design Review Committee Report: *Vince D'Angelo*

- a. New DRC Resident Applications and their Status:
 - 4041 Hedgewood: roof replacement; approved 10/17/2024
 - 3950 Hedgewood: landscape lighting; approved 10/17/2024
 - 4021 Watercourse: front landscaping; approved 10/23/2024
 - 4090 Watercourse: side yard sidewalk; approved 11/6/2024
- b. Other:
 - None

6. Property Manager Report: *Bruce Buller*

- a. Property Manager's Report on Activities
 - 4090 Watercourse: called to request Moscarino not mow because yard was reseeded after completion of new deck.
 - 3991 Hedgewood: called about damage to front lawn from road repairs; Bruce to let him know that repairs will be done in the spring
 - 4030 Watercourse: emailed about wanting to remove tree in front bed; Bruce provided names of tree removal services and referred him to Vince re: HOA form
 - 3946 Hedgewood: called about damage from mowing; Bruce sent photos to Moscarino and is waiting for repairs to be made

Moscarino

Need to make repairs at 3946 Hedgewood
Tall grasses to be trimmed
Mowing and leaf pickup will end in November

Lawn Squad

Deep root feeding of trees and shrubs as well as pre-winterization still needs to be completed
Reseeding will be done in the spring (provided they're our vendor next year)

Jackson Hunter

Hydrant flags will be installed by the end of November

- b. Road curb/lawn Repair – what does it cover & when to be done
 - i. Repairs will be done in 2025
- c. Contract Status: Waiting to receive
 - i. Status of Lawn Squad/Hunter Jackson contracts
 - ii. Status of Tree Pruning/trimming service
 - iii. Mulching (included/not included in Lawn Contract)
 - iv. Other:
- d. Update on Medina Sewer & Water Bill – Front Entrance
Anthony will provide Bruce with copies of the last three years of bills for comparison
- e. Succession Planning
This project will document all the Property Manager responsibilities in case something happens to Bruce or he decides to resign; included are RFP, contact information; will be worked on during the winter
- f. Initial Suggested 2025 Budget Expenses of Property Manager
Information from 11/4/2024 meeting was shared
- g. Other:
Need a new US flag; Don ordered on Amazon to be delivered 11/12/2024
Status of road patching: using an epoxy it will be done this year, weather permitting
Hard trim of the bushes around the lakes will occur in January/February
New business cards look good and one has been distributed to all homeowners

7. Welcoming Committee Report: Don Kelley

New owners have moved into 4025 Watercourse; 4056 Hedgewood has been sold and once those new owners are moved in, a get together will be scheduled

8. Old/New Business:

- a. Halloween Trick or Treat Event: Feedback
Everyone agreed that it was a good event, despite there being fewer children and fewer homes participating and that the Montville police drove around the loop rather than just remaining at the entrance to Country Lakes

- b. Corporate Transparency Act & HOA Board Filing
Reminder that all Board members need to go to Atlas in the Kaman & Cusimano website to update their information, which includes a photo of their driver's license

9. Next Meeting December 9th

Next meeting date is December 9, 2024, 7:00 pm at the Kelley Residence (3918 Hedgewood)

Don asked if the January meeting could be moved from 1/13/2025 to 1/6/2025 as he leaves to go out of town on 1/7/2025...all in attendance agreed to move the meeting to 1/6/2025

10. Adjournment

Motion to adjourn: Vince D'Angelo at 8:05pm

FINAL