

**Habitat 1 Section A
Board Meeting Minutes
November 16, 2023**

The Board of Directors meeting of Habitat 1 Section A was held on Thursday, November 16, 2023 at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Larry Thomasson	Vice President
Patrick Schmitt	Treasurer
Scott Gibson	Secretary
Savannah Collier	Brodie Management
Brittany Stoltzfus	Transcriber
Renee Toomey	2073 Happy Lane owner

- I. **Call to Order:** Mr. Olney called the meeting to order at 7:00 pm. A quorum of the Board was established.
- II. **Minutes:** Mr. Olney made a motion to approve the October 30, 2023 regular Board meeting and closed session minutes as presented. Mr. Schmitt seconded the motion. All in favor/none opposed. Motion carried. Mr. Schmitt made a motion to approve the regular Board meeting and closed session minutes from August 31, 2023 as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried. Ms. Collier can bring copies of the minutes to Mr. Olney for signature.
- III. **2024 Proposed Budget:** The proposed budget was published on the Habitat website and mailed to owners with 30 days to provide feedback per the Governing Documents. There were no comments received. Ms. Toomey stated she expected and understands the need for an increase in fees. Mr. Schmitt made a motion to approve the 2024 budget as proposed and authorize Brodie Management to mail new payment coupons to owners. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried. Auto draft accounts will automatically update to the new rate beginning January 2024.
- IV. **Financials:** Mr. Schmitt is waiting for reports from Brodie in order to determine the correct transfer amounts needed to clear what reserves owes the operating account. Mr. Schmitt hopes to have the accounts rectified by December 31st for audit purposes. The 2022 audit has not been received; Ms. Collier will follow up with the auditor. The only outstanding project to be completed in 2023 is the project for 1720, and the cleanouts if it is not too cold to get the work done. Mr. Schmitt noted with the condo law changes, perspective buyers are likely to pay more attention to audits and meeting minutes before purchasing.
- V. **Brodie Management's Operations Report:**
 - There was 1 resale package released on November 2, 2023 for 1719 Aberdeen Court, Pauley.
 - Violations, architectural requests, and delinquencies will be discussed in closed session.
 - Cleanouts – DrainPro had to reschedule. Ms. Collier is working on finding a date that works for DrainPro and Alpha. Mr. Olney asked to keep the pressure on DrainPro, the work needs to be done ASAP.
 - The walkthrough with Carlson was rescheduled for the end of November. Ms. Collier will share the new date when available.

- Mr. Schmitt requested JNJ provide a price for the areas that need siding repair, specifically 1734 in Scott's building where the owner used spray foam to close a hole. The meter stack by Mr. Thomasson's building still needs the exposed area to be enclosed. The Board asked that NAC not be the default company as they are more expensive than others. JNJ is Habitat's preferred contractor.
- Proposed new rules – The mailing was sent to the distributor and will be sent out tomorrow.
- Asphalt – The work was completed by GMC during the paving project and can be removed from the Management report.

VI. Adjournment: With no further business to discuss, Mr. Olney made a motion to adjourn the meeting at 7:32 pm. Mr. Schmitt seconded. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A is scheduled for **December 14, 2023 at 7:00 p.m. via Zoom conference call.**

These minutes were recorded and transcribed according to accepted business practice and were read/edited for accuracy by the Board prior to distribution.
Habitat 1 Section A, November 16, 2023

Approved as written: Richard Olney Date: 05-17-24

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.