

**Habitat 1 Section A
Board Meeting Minutes
September 28, 2023**

The Board of Directors meeting of Habitat 1 Section A was held on Thursday, September 28, 2023 following a Show Cause Hearing which began at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Patrick Schmitt	Treasurer
Scott Gibson	Secretary (present until 8:40 pm)
Savannah Collier	Brodie Management

- I. **Call to Order:** Mr. Olney called the meeting to order at 8:15 pm. A quorum of the Board was established.
- II. **2024 Proposed Budget:** Mr. Schmitt sent the proposed budget to the Board for consideration of distributing to owners. As it stands there is a 6% increase (~\$20-\$30 per month depending on the unit), which is a worst-case scenario, but it is what is needed to cover the reserve contribution recommendation in the reserve study. The only increases to the 2023 budget are the Brodie Management fee (3%) and the reserve fund contribution. Mr. Gibson explained his process for another community to phase in the increase by using operating account surplus funds to cover some of the reserve contributions. The Habitat 1A operating fund has not had much of a surplus due to overages in operating costs and several owners going into collections on their monthly fees this year. Mr. Schmitt will review the accounts and see if there is any way to implement Mr. Gibson's idea. The Board agreed it is important to notify the owners of the possibility of a 6% increase as soon as possible. The current proposed budget was approved to distribute to owners with the caveat that Mr. Schmitt will continue to look through for ways to cut costs in other areas and/or phase in reserve contributions in order to lower the increase for 2024. Mr. Schmitt did receive two siding proposals; one was priced the same as the reserve study engineer and the other quoted \$50,000 per building which is not necessarily believable. It was confirmed that vinyl siding is significantly cheaper than other materials, and there is a ½-¾" Styrofoam layer under the insulation. Mr. Gibson signed out at 8:40 pm.
- III. **Minutes:** Approval of the August meeting minutes is being deferred to the next meeting.
- IV. **Brodie Management's Operations Report:**
 - There were no resale packages in the last 30 days.
 - Violations discussed in closed session.
 - Architectural requests discussed in closed session.
 - 1720 Gutters/Downspouts – Gus with Chesapeake was delayed, and the proposal is now expected next week. Mr. Schmitt would like the landscaping work to be done simultaneously. A date needs to be given to the owner for all items to be removed from the area and notification that the items cannot be put back after the

work is completed. Ms. Collier noted it appeared all items were already removed, but she will confirm. The proposal will be forwarded to the Board once received.

- Landscape Proposal – The proposal was sent to the Board and comments received from Mr. Olney were forwarded to Justin. Ms. Collier will forward Justin's answers when received.
- Cleanouts – Frank with NAC does not believe DrainPro is able to install cleanouts which is likely the reason Ms. Collier is not getting responses. Ms. Collier will check who installed the exterior cleanouts, Mr. Olney believes it was Alpha plumbing. 3 units have been identified for needing cleanouts installed and 3 units are still unconfirmed. Ms. Collier will request proposals from Alpha, Naumann, and Frank with NAC's plumber.
- Paving – GMC will be beginning the paving project on October 9th. Ms. Collier will send the notice for the owners to the Board for review before mailing/posting.

V. **Adjournment:** With no further business to discuss, Mr. Schmitt made a motion to adjourn the meeting at 9:10 pm. Mr. Olney seconded. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A is scheduled for October 26, 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, September 28, 2023

Approved as written: Richard Olney Date: 10-31-'23

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.