

SADDLEBROOKE VILLAS ASSOCIATION NO. 20 INC.

BOARD OF DIRECTORS MEETING

Thursday, August 31, 2023

10:00 AM

Via Zoom

MINUTES

BOARD MEMBERS PRESENT: **Ron Tuxbury – President**
 Richard Robertson – Secretary

BOARDS MEMBERS EXCUSED: **Sally Wickramaratne Mejia – Treasurer**

MANAGEMENT PRESENT: **Christine Nason**

- **CALL TO ORDER**
Mr. Tuxbury called the Board Meeting to order at 10:00 AM.
- **AGENDA ADDITIONS**
Landscape Improvement on Entrance
Insurance Renewal
- **REVIEW AND APPROVAL OF MINUTES:**
 - a. **Board Meeting June 15, 2023**
A motion was made by Mr. Robertson to approve the February 20, 2023 Annual and Board Meeting, as presented. The motion was seconded by Mr. Tuxbury and passed unanimously.
- **PRESIDENTS REPORT – RON TUXBURY**
Nothing to report.
- **TREASURERS REPORT – RON TUXBURY**
Mr. Tuxbury noted that the Association will be a little over budget this year on insurance and landscaping. However, there are more funds available in landscaping that may help with this. The window replacement budget has been depleted for 2023. Water will be is slightly under budget and pest control was on track. Overall, the Association should be close to the budget expectations by the end of the year. The draft 2024 budget includes a \$36,000 increase to the reserve fund in 2024 budget but \$8,064.11 out of reserve will need to be paid out of that so the total reserve increase will be about \$27,000.
- **MANAGEMENT REPORT – CHRISTINE NASON**
 - Financial Statements for the month of July 2023 were sent to the Treasurer and Board President and a condensed package has been attached for review.
 - There currently are no delinquent accounts.

- Santa Rita Landscaping started service on July 15th. They do a 90-day on-boarding to clear out all the concerns and perform irrigation checks throughout the community. They are working on a 5wk cycle. I have monthly meetings set up to go over progress.
- We had a few heavy rains, and the drainage has been working well with the exception of the drain not emptying completely – I am working with Santa Rita to raise the base to allow for fuller drainage.
- **COMMITTEE REPORTS**
 - a. **ALC – Ron Tuxbury** – Nothing to report.
 - b. **DOCUMENT/RULES – Dick Robertson** – Nothing to report.
 - c. **LANDSCAPE – Ron Tuxbury** – Nothing to report.
 - d. **MAINTENANCE – Ron Tuxbury** – Nothing to report.
 - e. **NEIGHBORHOOD WATCH – Cathy Howard** – Nothing to report.
 - f. **SOCIAL – Cathy Howard** – Nothing to report.
 - g. **TERMITE/PESTS – Management** – Nothing to report.
 - h. **UNIT REP – Jan Deschamp** – A report was sent via email.
 - i. **WEBMASTER – Ron Tuxbury** – Nothing to report.
- **OLD BUSINESS**
 - A. **BEAUTIFICATION PROJECT** – Mr. Tuxbury reported that the Comcast towers should be painted SaddleBrooke tan.
Mission Management will obtain estimates to paint the Comcast towers SaddleBrooke tan.
- **NEW BUSINESS**
 - A. **2024 Budget** – The Board reviewed three draft 2024 budget options. Discussion ensued.
A motion was made by Mr. Robertson to approve a \$15 assessment increase per month in 2024. The motion was seconded by Mr. Tuxbury and passed unanimously.
A motion was made by Mr. Robertson to approve the 2024 draft budget, as presented. The motion was seconded by Mr. Tuxbury and passed unanimously.
 - B. **Landscape Improvement on Entrance** – This project is still in progress.
 - C. **Insurance Renewal** – The Board assumed a 10% increase in 2024.

NEXT MEETING – TBD

A. CORRESPONDENCE/OPEN DISCUSSION FOR THE GOOD OF THE COMMUNITY

- A homeowner asked how she can get additional plantings. Mr. Tuxbury noted that Santa Rita Landscaping will do an initial assessment. However, if she chooses to purchase plants, they can install them on the week they are scheduled in that area.

B. ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Tuxbury to adjourn the meeting at 10:28 a.m. The motion was seconded by Mr. Robertson and passed unanimously.

SUMMARY

MOTIONS:

A motion was made by Mr. Robertson to approve the February 20, 2023 Annual and Board Meeting, as presented. The motion was seconded by Mr. Tuxbury and passed unanimously.

A motion was made by Mr. Robertson to approve a \$15 assessment increase per month in 2024. The motion was seconded by Mr. Tuxbury and passed unanimously.

A motion was made by Mr. Robertson to approve the 2024 draft budget, as presented. The motion was seconded by Mr. Tuxbury and passed unanimously.

With no further business to discuss, a motion was made by Mr. Tuxbury to adjourn the meeting at 10:28 a.m. The motion was seconded by Mr. Robertson and passed unanimously.

ACTIONS:

Mission Management will obtain estimates to paint the Comcast towers SaddleBrooke tan.