

CANTERBURY MEWS CONDOMINIUM ASSOCIATION  
BOARD MEETING OF November 11, 2024 at 7:00 pm

APPROVAL OF MINUTES from October (Approved by Mike McKeage and Jon Chase)

AGENDA

ACTION ITEMS

ARCHITECTURAL REQUESTS

RESALES

VIOLATIONS

NEW BUSINESS

CONFIRMATION OF NEXT MEETING

ADJOURNMENT

Board Members:

Mike McKeage

Jon Chase

Deborah Petruzzi

Anna Grant

Eugene Brooks (not present)

Property Manager: Gabriele Steffen

**ACTION ITEM #1**

Mr. Michael McKeage has been re-elected by acclamation. Congratulations. We are looking forward to continuing working with you to make Canterbury Mews the best it can be.

**ACTION ITEM #2**

State of the Association address by Board President Michael McKeage.

Mr. McKeage addressed community.

**ACTION ITEM #3**

We have received the budget for next year. If there is no increase, we will run a deficit of over \$40,000. Please discuss and vote on how much the increase for 2025 will be.

Options are 5% - 7%

Residents are asking to freeze their HOA fees? Not an option. This would be different than property tax senior freeze.

We can consider 3% or 4%

Biggest expense has been landscaping due to drainage work. This should begin to come down.

Expenses should begin to shift to chimneys.

The biggest expense is insurance. There was a significant increase due to a fire (\$75,000.00).

An HOA fee increase of 4% was approved (approved by board members in attendance).

\$50,000.00 has been budgeted for roof projects. However, the actual number would be \$64,000.00. This may need to be adjusted.

Termite warranty vs maintenance?

Board members are seeking clarity regarding record retention and policy surrounding this.

Mr. Chase will call to get clarity on the reserve numbers.

Explained to the community if no increase there will be roughly a \$40,000.00 (operating deficit). The reserves are approx. \$1.2 million which puts us in great shape.

Operating account is running in a negative because of day-to-day expenses. We are going to have to do an increase.

Prevention from water

Vegetation growing into foundations

Insurance

#### **INFORMATION ITEMS:**

The management office will be closed on November 5th. Ms. Steffen will return on November 11<sup>th</sup>.

Just a friendly reminder that the dryer vent certificates were due by October 31st. If you have not submitted it by now or have made arrangement a \$10 fine per day will be assessed to your account.

The management office will sporadically be closed through the end of the year so that Ms. Steffen can use her vacation time. Dates will be provided.

There will not be a December board meeting.

#### **ARCHITECTURAL REQUESTS:**

None at this time.

#### **RESALES:**

703 Rutland Ct	\$246,000
1003 Hillsboro Ct	\$260,000

FHA approval has not stopped sales within the community. People are on the waiting list for available homes.

#### **VIOLATIONS:**

None at this time.

**Board and Management Updates:**

Ms. Steffen will inform the community when contractors will be in the development completing various projects.

- Information will be provided for the week of, as long as Ms. Steffen receives this information.
- Weather may cause work to be rescheduled.

Parking issues: Residents are parking their extra vehicles in other courts (resident lives on another court, but parking on Rutland).

Parking Hangers - Each court will have a different color

Covered Bridge (Blue) - Active

Hillsboro (Red) - Active

Hartland – In-process

Woodstock – In-process

**Community Attendees:**

Barbara Pandorf 403 Pepper Mill Ct.

Brianne Cramp 933 Woodstock Ct.

Rebecca Recinos 1016 Hillsboro Ct.

Grace Szczepkowski 108 Covered Bridge Ct.

Joe Severino 209 Pratt Ct

Betty & Bob Perry 622 Hartland Ct.

**Community Questions:**

Mr. Severino inquired about trash removal. The process was explained as:

- The township puts it out to bid.
- We pay taxes to the township, but we don't have a say about the bid winner.
- We maintain the bins, concrete, etc.
- Twp covers the cost of Twp of trash removal.
- Reach out to the Twp if you have further questions about it.

Ms. Pandorf asked if there was any fat that could be trimmed from the budget?

Example: If snow removal line item isn't used where does that money go?

It was explained that if there is a snowfall there are set fees that we are required to pay. Last year was \$50,000.00.

Exterminating went from roughly \$9,000.00 to \$16,000.00. Every single area has gone up. Pool maintenance has gone down because we don't have life guards.

Landscaping contract – Does this go out to bid? Yes.

Pool furniture and chairs – Is \$1,800.00 necessary? It would be if replacements are warranted.

Mr. Chase explained that If there is a surplus it goes back into the reserve to cover the entire development.

Ms. Szczepkowski requested that her husband be allowed to park his truck and trailer at the clubhouse. Trailers are prohibited per the by-laws. We must follow the master deed and by-laws. Trying to petition the by-laws. 75% of residents would have to agree to change the by-laws. Trailer would be connected to the truck, so two parking spots, not one. We don't want work trucks in the courts. Until by-law have been changed (if approved by a community vote) he cannot park his trailer in the development. Mr. Chase suggested that we initiate a community vote. This will be planned for the beginning of the new year.

Ms. Cramp shared that last week, someone almost hit her and her 9-month-old puppy. She is working with the local police. She requested to have speed bumps installed. Washington Twp Police have previously been given permission to ride through the development, but they don't.

What else can be done besides speed bumps?

- Cameras
- Digital speed sign again
- Pick up a cheap body cam and walk with that
- Will drop off the police report to the main office once it is received.

Ms. Steffen will check with McGovern regarding this matter.

Meeting adjourned at 8:00 p.m.