

QUAIL RUN II CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS' MEETING
APPROVED #60 - Monday, December 16, 2024

PRESENT: Debra Beals, Darlene Corey, Carol Gersmehl (via Zoom), Judy Loudin, Kimberly Nower, Lindsay Flynn and Diane Bornhorst from Berkshire Hathaway Management Company (B&H).

CALL TO ORDER: The meeting was called to order at 5:58 p.m. by Debra Beals, President.

REVIEW OF DRAFT MEETING MINUTES November 18, 2024:

The Board reviewed the draft minutes and noted no corrections. On Dec. 5 in a short Zoom session, the Board discussed the November 18 draft minutes.

On December 5, 2024, the motion was made by Judy Loudin and seconded by Kimberly Nower to approve the Board meeting minutes of November 18, 2024, and the motion passed.

PRESIDENT'S REPORT

Merry Christmas, Happy Holidays and Happy New Year!

FINANCIAL REPORTS:

Treasurer's Report - Water Usage: No building was over the 85% excess water usage amount. The Treasurer will provide procedures and calculations so B&H can manage this report in the future.

Treasurer's Report - Financials: The report as of November 30, 2024, is not available as of this date. Financials have not been sent out by PVHM yet to complete the report.

Checking Account Ending Balance:	\$35,741.39	As of 11.30.2024
Reserve Fund (RF) Account Ending Balance:	\$48,382.83	As of 11.30.2024 (Oct's ending balance \$40,633.22 + \$8,749.22 RF + \$.39 interest - \$1,000.00 for deposit transferred to open new bank acct with B&H Management)
HOA Dues Income = Operating Income + Reserve Fund Income + Additional Assessment (2024)	\$35,851.75	\$15,341.67 operating dues + \$95.00 late fees + \$8,749.61 (\$8,749.22 Res Fund dues + \$.39 interest) + 2024 Dec's additional assessment fee \$11,665.47
Total Operating Expenses:	\$17,609.60	Administrative expenses: \$3,872.96 Building maintenance: \$4,774.00 Insurance: \$0
Transfer \$ from Checking into Reserve Fund:	\$8,749.22	Common area expenses: \$3,670.76 Grounds & snow removal: \$5,291.88
Total Capital Expenses	0	

Co-Owner Delinquency list: The Treasurer provided B&H with a delinquency list as of 12/16/2024 that will be carried over into 2025 and managed by them. One Co-Owner was over 30 days late with their payments.

Note: Financial reports will be provided by B&H in 2025 and will not be a part of the minutes but will be available to co-owners via the website.

OLD BUSINESS:

Notice to co-owners – The 2025 budget letter notice, new HOA fees, 2025 budget and the draft annual meeting minutes from Nov. 7, 2024 were mailed to co-owners during the week of Dec. 9, 2024.

Hirzel Law Communications – A third communication was received from the 2386 WM's lawyer to the QRII Association with questions to be answered. Explanations were provided to Hirzel. As of Dec. 15, the Board has not heard back from Tracy.

Insurance Renewal – The Board is waiting for a quote from Coldbrook Insurance; the last communication is that the proposal is still in underwriting. An updated renewal policy including the increase in coverage for the association's current Freemont insurance has also been requested.

Outstanding 2024 PVHM Maintenance and Other Items – Carry Over for 2025

Note: In 2025, maintenance items will be available via the Board report provided by B&H and no longer will be in the minutes in this format.

All Roads: Gutter and downspout cleaning by United did not get done on Nov. 25th. Completion is anticipated during the week of December 16th.

Fairgrove

2402 & 2404 FG – Brick mortar repairs that were approved by the Board will be completed in spring 2025 by Betke Concrete.

2404 FG – Most of the new front railing's wood needs to be painted. PVHM All Seasons began this painting and should complete it as specified in its bid. PVHM to provide a status update.

Mansfield (MF)

2368 MF – 12/5/24 WO # 20725: Raccoons are back in the attic again. PVHM checked the last time and there was no evidence of animals. PVHM requesting the Board hire an animal removal company to investigate this. The board asked B&H to evaluate this situation.

Strathmore (SM) No report at this time

Wildemere (WM)

2398/2400 WM – Brick mortar repairs that were approved by the Board will be completed in spring 2025 by Betke Concrete.

2399 WM (north wall) & 2391WM (north wall) – Evaluations of basement leaks are still ongoing. PVHM asked for a contractor to evaluate and provide any needed repair estimates. The Board is still waiting for information as PVHM did not receive any information back from the contractor since he was out there. B&H to look into the situation.

2399 WM – There is a basement leak under the steps. B&H to look into the situation.

2400 WM – Dec. 2 requests: "small rock breaking window under the deck sometime this summer, front outside light needs a new bulb and someplace where someone had caulked before was leaking and needs to be re-caulked." PVHM contacted the landscaper about the broken window. The Association doesn't change out light bulbs or do window caulking since this is a limited common element that is a co-owner's responsibility.

2399 and 2401 WM – Both inquired about structural modifications to their units; they need to submit architectural or modification review materials to B&H for the Board to evaluate for any approval.

Completed Maintenance Projects:

Multiple roads: We are still waiting for United to come out to do all gutters.

Strathmore (SM):

2408 SM – Steps on deck were repaired with new stringers.

2406 SM – Deck boards were replaced with incorrect thickness at 2408. PVHM added additional support.

Wildemere (WM):

2386 WM – The repairs for basement water intrusion were completed by Lysters' as scheduled. Pictures were provided to the Board.

Co-owners' Correspondence Report (since the last meeting)

2384 MF -- Would like the snow on the roof raked. PVHM let him know that roof raking is a co-owner responsibility. The Association does not pay for roof raking.

COMMUNITY FRIENDLY REMINDERS: Important: Reminder – Co-Owners are responsible for salting their owner driveways and sidewalks. Do not use Rock Salt (sodium chloride) near or around any cement surfaces. Sodium chloride causes damage to our cement foundations and is harmful to pets.

Note: Beginning in Spring 2025, community reminders will be listed in the newsletter and not in the minutes.

NEW BUSINESS:

Transition to New Management by Berkshire Hathaway HomeServices (B&H)

Board questions addressed to B&H:

- How will architectural requests be managed? B&H will have a modification request form for co-owners to fill out.
- How will the 2024 compilation audit get completed? (It was authorized by co-owner vote.) B&H to set up the compilation audit with the accountant.
- What is the target date to have the website up and running? B&H hopes to have it ready for Board review and approval by mid-February.

B&H questions addressed to Board:

- What is the plan of action to complete the new Bylaws, AOI and MD from the drafts provided by Hirzel Law? All of the update drafts from Hirzel Law were provided to B&H on December 16th. B&H will review the information provided to provide the Board with a complete evaluation and recommendation for consideration.
- 2025 Board meeting minutes, Financial Reports and Maintenance Reports will be reformatted by B&H. The Board discussed future needs in these reports.

Board Member Officer Positions: The current Board of Director Officers will remain the same for the 1st quarter of 2025.

NEXT BOARD MEETING and ADJOURNMENT:

The Board of Directors will meet next on Feb 4, 2024, 6:00 pm in the Berkshire – Hathaway office.

The motion to adjourn was made by Darlene Corey and seconded by Judy Loudin. The motion was passed by the Board. The meeting was adjourned at 8:11 p.m.

Respectfully submitted,

Carol Gersmehl (with assistance from Darlene Corey)