

QUAIL RUN II CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS' MEETING
APPROVED February 4, 2025 – 6:00 p.m.

PRESENT: Debra Beals, Darlene Corey, Carol Gersmehl, 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 6:07 p.m. by Debra Beals, President.

REVIEW OF DRAFT MEETING MINUTES: December 16, 2024:

The Board reviewed the draft minutes and noted one slight correction.

A motion was made by Judy Loudin and seconded by Kimberly Nower to approve the Board meeting minutes of December 16, 2024, and the motion passed.

The approved minutes will be emailed to all Co-Owners once approved by the Board and the monthly financial spreadsheet will now be provided monthly for all Co-Owners as well.

PRESIDENT'S REPORT:

Hello Condo Co-owners!

As you can see, much progress has already been made with Berkshire Hathaway, the association's new management company, property managers Lindsay and Diane. I hope you will take advantage of the new website and Facebook page as a main source of information for you. You may have noticed that Lindsay and Diane are very responsive to our needs. This is a welcome addition to the QR II Condo Community. They offer progressive and effective new ideas for our association. Look for continued positive and fiscally responsible changes. Your comments are always welcome if you have suggestions or constructive input.

On another note, many condo owners are making individual improvements to their units. This is great! Please remember to work with the B&H office prior to making a commitment and signing off with a modification change that affects any common elements of the community. Such as, but not limited to, individual/shared exterior structures, foundations, doors, lawn disruption, etc. The Board may have legitimate questions to ask to protect the interests and integrity of the entire association's common elements.

Thank you for your continued support and let's all hope winter fades away quickly.

Be well. Be safe.

Deb Beals, Board President

FINANCIAL REPORTS:

Treasurer's Report - Water Usage: Darlene will meet with Diane separately to go over the water usage report.

Treasurer's Report - Financials: The report as of December 31, 2024 (Parkview Hills) and January 31, 2025 (Berkshire Hathaway):

	December 31, 2024	January 31, 2024
Checking Account Ending Balance:	\$34,863.39	\$39,678.92
Reserve Fund (RF) Account Ending Balance:	\$57,132.55	\$65,256.06
HOA Dues Income = Operating Income + Reserve Fund Income + Additional Assessment (2024)		\$21,605.88
Total Operating Expenses:		\$10,707.02
Transfer \$ from Checking into Reserve Fund:		\$7,083.33
Total Capital Expenses	0	0

It was noted that there are still capital expenses to be completed and will be paid for with the remaining funds from the assessment that were deposited into the operating account.

Deb made a motion to approve the December, 2024, financials, seconded by Judy and approved by the board.

Judy made a motion to approve the January, 2025, financials, seconded by Kim and approved by the board.

The quote (\$1,500) from Sever Tans was reviewed by the board for the 2024 compilation that was approved at the 2024 Annual Meeting. *Deb made a motion to approve, seconded by Darlene and approved by the board.*

Co-Owner Delinquency list: The board reviewed the delinquent list as of 12/31/2024 and 1/31/25. *Kim made a motion to go into closed executive session to discuss specific delinquencies, seconded by Deb.*

BOARD EXECUTIVE SESSION: 2343 Fairgrove – The owner said they were previously told by a board member that the \$35 fee on their ledger would be waived. The board discussed and *Deb made a motion to remove the charge, seconded by Carol and passed with one member opposed.*

OLD BUSINESS:

Outstanding Maintenance – Gutter & downspout cleaning did not get completed by United in the fall. The board reviewed quotes for gutter cleaning and roof blowing from two additional contractors. One of the quotes was from CD Lawn Maintenance and *Darlene made a motion to approve them since they are already contracted to do lawn maintenance and their quote was lower than Fish's, seconded by Deb and approved by the board.* Since they were not cleaned in the fall, they should do them as soon as they're thawed in the Spring. The Board agreed that a second Spring cleaning may be needed as well and will confirm that with the contractor after the first cleaning

2404 Fairgrove –PVHM All Seasons provided a quote of \$625 in May 2024, was paid \$457.71 and began this painting in 2024 but did not complete the project. Lindsay will contact PVHM to request that they complete the painting when the weather provides the opportunity.

2391 Wildemere – Foundation Leak – Thomas Waterproofing provided a quote for \$700-800 per crack. Deb made a motion to approve, seconded by Judy and approved by the board. Lindsay will contact the owner to provide them with a contractor to remove the drywall at their cost so the foundation repair can be made.

2398/2400 Wildemere – Brick mortar repairs that were approved by the Board in July 2024 but not yet completed will be scheduled for completion in Spring 2025 by Betke Concrete. The Board reviewed and approved the revised contract price for 2025.

Insurance Renewal – The board reviewed 3 quotes for the Association's Master Insurance Policy. The board asked Lindsay to contact Coldbrook to get a price for a \$5,000 vs \$10,000 deductible.

NEW BUSINESS:

The board reviewed and approved the new website – the address is www.quailrun2.com

The board reviewed the new Resident Manual which includes all Association forms created or revised by Berkshire Hathaway. The board approved the completed Resident Manual and all forms which will now be mailed and e-mailed to all owners and will be available on the website.

The board had a discussion about the rewriting the current condominium documents and the process for finalizing a draft. The board agreed to form an Amendment Review Committee so co-owners were included in the process of amendment. The board agreed to have a separate meeting, informal, to review and discuss the draft documents before they are provided the Committee for review. The board will meet on February 20 between 6 and 8 p.m. to review the revised draft provided by Hirzel Law of the Article of Incorporation, Master Deed and Bylaws.

Lindsay reported that she was able to get a new contract with Republic Services for trash removal and recycling at a base price of \$573 per month + service fees vs the current total price of \$1,397.83.

MODIFICATION REQUEST:

2399 Wildemere – The owner submitted a modification request to install a sump pump in their basement but the board had additional questions that only Ayers Basement Solutions can answer. Lindsay will ask the owner if they will give permission for her to speak with Ayers to provide to the board the information needed so they can provide approval.

In addition, the same owner provided a modification request for replacing two sliding windows with a similar color and style. Darlene made a motion to approve, seconded by Deb and approved by the board.

NEXT BOARD MEETING and ADJOURNMENT:

The Board of Directors will meet next on March 3, 2024, 6:00 pm at the Berkshire Hathaway office. The meeting was adjourned at 10:10 p.m.

Respectfully submitted,
Diane Bornhorst on behalf of the Board of Directors

Quail Run II - 2025 Income and Expenses (Projected numbers are in red)

Beginning Balance:	\$ 1,000.00																
CONDO ASSOCIATION	Jan	Feb	March	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD ACTUAL	PROJ. TOTAL	BUDGET	VARIANCE	
Parkview Hills Year End	\$ 34,863.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,863.39				
Association Fees	\$ 21,605.88	\$ 24,765.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 21,605.88	\$ 289,230.01	\$ 291,430.00	\$ (2,199.99)	
Buy-In Fee Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Fine/Violation Fee Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Late Fee Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL INCOME	\$ 21,605.88	\$ 24,765.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 21,605.88	\$ 289,230.01	\$ 291,430.00	\$ (2,199.99)	
Administrative:																	
Legal & Professional Fees	\$ 5.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 5.00	\$ 6,880.00	\$ 7,500.00	\$ (620.00)	
Accounting & Tax	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	\$ -	\$ -	\$ -	\$ -	\$ 625.00	\$ 625.00	\$ 625.00	\$ -	\$ 1,900.00	\$ 1,900.00	\$ -	
Management Fees	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 15,120.00	\$ 15,120.00	\$ -	
Web Page Expense	\$ 105.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105.87	\$ 105.87	\$ -	\$ 105.87	
Office Supplies/Postage/Copies	\$ 523.75	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 523.75	\$ 707.08	\$ 200.00	\$ 507.08	
Total Administrative	\$ 1,894.62	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 2,801.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.63	\$ 1,894.62	\$ 24,712.95	\$ 24,720.00	\$ (7.05)	
Building Maintenance:																	
Building Maintenance	\$ 357.31	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 357.31	\$ 16,857.31	\$ 18,000.00	\$ (1,142.69)	
Downspout/Gutter Cleaning	\$ 97.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,800.00	\$ -	\$ 97.36	\$ 8,897.36	\$ 8,800.00	\$ 97.36	
Total Building Maintenance	\$ 454.67	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 10,300.00	\$ 1,500.00	\$ 454.67	\$ 25,754.67	\$ 26,800.00	\$ (1,045.33)	
Insurance:																	
Insurance Expense	\$ -	\$ 5,750.00	\$ -	\$ 5,750.00	\$ -	\$ -	\$ 5,750.00	\$ -	\$ -	\$ 5,750.00	\$ -	\$ -	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	
Total Insurance	\$ -	\$ 5,750.00	\$ -	\$ 5,750.00	\$ -	\$ -	\$ 5,750.00	\$ -	\$ -	\$ 5,750.00	\$ -	\$ -	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	
Common Area Expenses:																	
Electricity	\$ 311.67	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.33	\$ 183.37	\$ 311.67	\$ 2,328.34	\$ 2,200.00	\$ 128.34	
Water/Sewer	\$ 2,571.74	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,827.50	\$ 2,571.74	\$ 33,674.24	\$ 33,930.00	\$ (255.76)	
Garbage/Recycling	\$ 1,393.07	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,616.25	\$ 1,393.07	\$ 19,171.82	\$ 19,395.00	\$ (223.18)	
Pest Control	\$ -	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ -	\$ 1,375.00	\$ 1,500.00	\$ (125.00)	
Total Common Area Expenses	\$ 4,276.48	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.08	\$ 4,752.12	\$ 4,276.48	\$ 55,549.40	\$ 57,025.00	\$ (1,475.60)	
Grounds:																	
Landscaping/Mowing Contract	\$ -	\$ -	\$ -	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.59	\$ -	\$ -	\$ 46,885.00	\$ 46,885.00	\$ -	
Tree Trimming/Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -	
Plowing/Sidewalks Contract	\$ 4,081.25	\$ 5,500.00	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500.00	\$ 4,081.25	\$ 20,581.25	\$ 22,000.00	\$ (1,418.75)	
Total Grounds	\$ 4,081.25	\$ 5,500.00	\$ 5,500.00	\$ 5,860.63	\$ 5,860.63	\$ 11,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.63	\$ 5,860.59	\$ 5,500.00	\$ 4,081.25	\$ 73,466.25	\$ 74,885.00	\$ (1,418.75)	
TOTAL EXPENSES	\$ 10,707.02	\$ 19,493.75	\$ 13,653.75	\$ 19,764.38	\$ 15,914.38	\$ 20,014.38	\$ 19,764.38	\$ 14,014.38	\$ 14,014.38	\$ 19,754.38	\$ 22,814.34	\$ 13,653.75	\$ 10,707.02	\$ 703,483.27	\$ 706,430.00	\$ (2,946.73)	
Transfer to Reserve Account	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.37	\$ 7,083.33	\$ 85,000.00	\$ 85,000.00	\$ -	
Transfer Buy-In Fee to Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Checking Account Balance:	\$ 39,678.92	\$ 37,957.67	\$ 41,506.42	\$ 38,944.54	\$ 40,232.66	\$ 37,420.78	\$ 34,858.90	\$ 38,047.02	\$ 41,235.14	\$ 38,673.26	\$ 33,051.42	\$ 36,610.13					
FIRST NATIONAL BANK SAVINGS:																	
Beginning Balance	\$ 1,000.00																
Final from Parkview Hills	\$ 57,132.55																
Reserve Contribution	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.33	\$ 7,083.37	\$ 7,083.33	\$ 85,000.00	\$ 85,000.00	\$ -	
Assessment Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	
Buy In Fee Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest Income (Includes Dec.'24)	\$ 40.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40.18	\$ 40.18	\$ -	\$ -	
Reserve Account Distribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer to Checking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 10,000.00	\$ 36,600.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 152,800.00	\$ 152,800.00	\$ -	\$ -	
Account Balance	\$ 65,256.06	\$ 72,339.39	\$ 79,422.72	\$ 86,506.05	\$ 93,589.38	\$ 94,672.71	\$ 191,756.04	\$ 162,039.37	\$ 69,122.70	\$ 76,206.03	\$ 83,289.96	\$ 90,372.73					
Reserve Expenditures Budgeted:																	
Roof Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00				
Siding Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00				
Gutters/Downspouts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,200.00	\$ -	\$ -	\$ -	\$ -	\$ 13,200.00				
Chimney Chases/Caps	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100.00	\$ -	\$ -	\$ -	\$ -	\$ 1,100.00				
Deck Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00				
Garage Doors Replaced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 12,500.00				
Replace Trim Boards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00				
Driveways Replaced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00				
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 10,000.00	\$ 36,600.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 152,800.00				