

**Hunters Pointe Condominium Association
Annual Meeting
June 22, 2019 9:00AM
Grace United Methodist Church, Millsboro, DE 19966**

Meeting was called to order at 9:00AM.

A moment of silence was observed.

Board Members Present: Sandee Brigandi, Glenn Boyer, Linda Welle, Jim Philip, Absent Cathy Fridell was excused.

HPS Management Present: Rayna Butler

Roll Call was taken. Fourteen { 14 } Homes were represented at the meeting.

The April 13, 2019 Executive Board meeting minutes were read by the Secretary. Motion to approve the April 13, 2019 meeting minutes was made by Ed Johnson and passed unanimously.

Report of Officers:

President's Report:

- Spring Cleanup issues went very well this year, with only a couple of issues are still pending. HPS will send letters out to these Unit Owners giving them ten { 10 } days to complete the issues. If nothing is completed, a certified letter/return receipt requested will be sent to notify them of a \$50.00 fine, per the Resolution 2013-2. If no action is taken, the account may be turned over to the Attorney for a lien to be place on the property.
- A revised architectural policy (Procedures for Building Modifications), with new language regarding the release of drawings to other homeowners is attached.
- There are new unit owners in unit # 32 and unit # 34. Additional settlements are expected in the next few weeks.
- Future meeting dates will be October 12, 2019, January 11, 2020, April 11, 2020 and the Annual Meeting to be held on June 20, 2020. Please mark your calendars!
- Additions to the Community Contractor listing were addressed.

Vice President Report: No report

Secretary Report:

- The Community Directory is currently being updated.

Treasurer's Report

- The May monthly financial report was reviewed. Motion to approve the financial reports ending May 31, 2019 (Balance Sheet, Income Statement-Operating and Budget Summary-Operating) was made by Terri Rock and approved unanimously; attached.
- The Community's budget is very close to a balanced budget. The insurance premium is over budget, as projected and the legal expenses are under budget.
- Concerns were voiced regarding better ways to invest our reserve funds, i.e. stocks/bonds, CD's, etc.
- The goal would be to contribute at least \$20,000.00 into our Reserve Account each year but not to have to increase assessments in order to do so. The future goal would be to have approximately \$300,000 to \$400,000 in our Reserve Account. New home purchase initial fee (\$500) is deposited into the Reserve Fund.
- Any expenditure for additions, alterations, or improvements to the common areas, over \$2,000.00 will need to be approved by a majority of Unit Owners.

- The line item for ground maintenance is for the contracted landscaping. Other landscaping services are recorded under the landscaping line item.
- Concerns were expressed about the landscaping company's responsibilities and quality of service.
- The Fulton Bank account is maintained for the Operating Cash.
- Flood insurance is billed quarterly; however, a unit owner may pay the amount in full. Contact HPS for details.

Architectural Committee Report - No new request at the current time.

Old Business - Based on unit owners' feedback, revisions were made to "A Guide to Hunter's Pointe Rules, Regulations and Procedures" and the new language added, please see attached.

- All dogs MUST ALWAYS be on a leash per the Town of Millsboro and Hunters Pointe Condo Association. Please make sure your pets stay off the grassy areas.
- Garage single entry doors - full or half view was ~~approved~~
- The number of pets permitted in the community was discussed. Please see the rules/regulations.
- The parking space to the right side of the garage for unit #1 is a community space.
- Gate Entry: Each resident automatically has two slots available for phone numbers at no charge. A request is necessary for any additional lines to assure availability. The third line is free; however, there will be a one-time \$25 charge for each additional line after the first three lines.

New Business - Proposed 2019-2020 Proposed Budget was reviewed. Motion was made by Glenn Boyer to approve the 2019-2020 budget as presented and the motion passed unanimously.

- The operating budget, excluding flood and general liability insurance represents a <1% increase or \$366.
- The flood insurance in total increased 9.2%.
- The General Liability insurance comes due in November so we do not know what the final premium will be. A 4% increase was built into the budget.

Results of Elections- Thank you and congratulations to Sandee Brigandi for her service in the past years and being elected for the next three (3) years on the Executive Board.

Open Session:

- HPS has a brand-new portal. Instructions will be sent to all unit owners. We are requesting calendar events, community information, pictures, etc. be sent to HPS to place in the new portal.
- Entry gate codes were questioned as to whether to change the codes in the future
- Discussion about people opening the homeowner's gate and entering the homeowner's property. HPS notifies the homeowner if they need to go beyond the unit gate.
- Lastly but not least was the recipe for weed control: 1 gallon of vinegar, 1 cup of Epson salt, and 2 Tablespoons of Dawn dish liquid.

The meeting was adjourned at 11:15AM.

Submitted by Rayna Butler, HPS Management and Linda Welle, Secretary.