

# HERITAGE AT BUCKINGHAM AT AVON

c/o REI Property Management

## OPEN BOARD MEETING

March 19, 2018

Heritage Clubhouse

### ATTENDEES:

Board: Dana Misorski – President, Mahesh Nimmagadda - Treasurer

REI: J. Kent Humphrey

Meeting convened at 7:05 pm

### PROOF OF NOTICE:

M. Nimmagadda motioned and seconded by D. Misorski to approve the proof of notice. The motion was voted and approved.

### MINUTES:

D. Misorski motioned and seconded by M. Nimmagadda to approve the August 28, 2017 minutes submitted by REI. The motion was voted and approved.

### REVIEW FINANCIAL REPORT:

J. Kent Humphrey reviewed the February 2018 financials.

**Operating Cash** \$21,264.23

**Savings** \$30,319.91

**Reserves** \$365,493.47

M. Nimmagadda motioned to transfer \$50,000.00 from the CAB MMK account to the Operating Cash account. A check is to be processed for \$50,000.00 to Edward Jones with a memo “Account 549-13842-1-9”. These monies will be combined with the EJ Wells Fargo CD due March 28, 2018 to be reinvested in a CD of 2% or greater for one to two years. D. Misorski seconded the motion. The motion was approved.

### OLD AND NEW BUSINESS

#### SHED –

- The Board requested a notice be sent to 28 Buckingham in April reminding them of their obligation to paint the shed the same color as their house.

#### WEBSITE –

Board will review the material passed out and follow-up with REI in the next thirty (30) days.

#### STREET SIGN PROJECT –

- Board requested REI confirm Capital Streetscapes pricing (full list of parts and pricing) and shipping relating to the three-phase project and inquire if there is discount pricing.
- Board would like three bids relating to installing sonotubes and assembling the posts and signage.

#### GOVERNING DOCUMENTS –

- The Board unanimously agreed to proceed with updating Buckingham’s governing documents with the addition of three-month capital contributions upon each property sale. D. Misorski motioned while M. Nimmagadda seconded the action.

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- REI is to notify Chris Leonard to proceed.

## LANDSCAPING –

- Board reviewed the various proposal submitted by Prestige Landscaping.
- Board requested REI contact Valley Landscaping (contractor for the Village) to submit proposals for two cul-da-sacs and the entrance of Buckingham and Arlington.

## FITNESS CENTER TV -

- The board approved, via a February email, the purchase and installation of TV and surge protector by James Blaha at a cost of \$664.65. Motioned by M. Nimmagadda and seconded by D. Misorski.

## SECURITY –

- The board was advised REI will be meeting with Beacon Protection Friday, March 23, 2018 to review the security system and monitoring of the same. The intent is to reduce expense by combining the two services under on contract.

## TRASH COLLECTION -

- Board unanimously approved the change in trash services to Paines motioned by D. Misorski and seconded by M. Nimmagadda.

## EGG HUNT -

- “A-Frame” Board material was provided to the board to review. No action was taken at this time.

## PROPERTY INSPECTIONS –

- Include in newsletter items to be inspected and schedule of events.
- Spring property inspection is scheduled for late April to mid-May.
- Follow-up inspection scheduled for late June to mid-July issued fine notice and hearing.
- Second follow up with fines September.

## **ADJOURNMENT:**

M. Nimmagadda motioned to adjourn the meeting at 8:23 pm. D. Misorski seconded the motion. Motion was passed.

MINUTES PREPARED BY REI PROPERTY MANAGEMENT.