



Avalon Village Owners Association Board of Director's Draft Meeting Minutes-April 16, 2020

Members present: (Meeting held via conference call) Deborah Carey Johnson, Andy Stewart, Martin Perfit, Bill Gilfillan, Nadine Morse

Others present: Beth Frost, Sherry Molcan

Called to order by Martin Perfit at 2:00 P.M.

Motion was made **seconded and unanimously passed** to approve the minutes of the January 23, 2020 **Board** meeting, with change of finance report under its own heading.

Cooperative Director's report-Beth Frost

1. Maintenance Update
 - Beth reported that there are currently 10 outstanding work orders.
2. Sales Report
 - Beth reported that 102 Heather is still under contract with a new closing date of June 15, 2020 that will tentatively be done via document sign.
 - Beth reported that 104 Wintergreen (John Nickerson) would like to place his cottage up for sale.
3. Sale of Bus
 - Discussion was held regarding the Avalon Village Bus and the prospective buyer. The buyer is still interested in purchasing but would like to hold off until after the COVID-19 crisis has passed.
4. Avalon & Corona Virus
 - Discussion was held in regards to Governor Mills extended State of Emergency which has been extended to May 15, 2020. Was discussed this would most likely also extend the stay at home order through May of 2020. Further discussion was held about resources for the Board to look at regarding HOA business during COVID-19 relating to emails, conference calls, etc.

Finance Report-Bill Gilfillan

1. Reserve Account – Current balance is \$361,855. Hampden taxes were paid in March to meet the April 1, 2020 deadline. \$42,000 was borrowed from reserves for the tax payment. Expenses exceeded income by \$7,146 for the period ending March 2020 due to higher than anticipated expenses for painting, flooring and appliances.
2. Operating Account – Current cash on hand as of March 31, 2020 was \$15,101. Total maintenance expenses were \$11,722, less than budget. Winter maintenance personnel was over by \$1,757. Service calls were over by \$2,341. Expenses exceed income by \$22,767 due to the \$80,311 expense for taxes for the January-June 2020 period that was paid in March.
3. Balance Sheet – John Deere tractor has a remaining balance of \$22,092.

Amendment of November Minutes

Motion was made **seconded and unanimously passed** to approve the amendment of the November minutes to reflect the Board ratified the election of Martin Perfit as President and Bill Gilfillan as Treasurer.

Old Business

1. Smoking Policy
 - Further discussion was had in regards to implementing a non-Smoking Policy. Beth is awaiting word back from legal counsel.
2. Transportation

Motion was made **seconded and unanimously passed** to approve 3 year lease of a Honda CRV.

New Business

1. Avalon Management Ownership Change
 - Discussion was held regarding Deborah Carey Johnsons new ownership and working with Avalon Management going forward.
 - Deborah introduced herself and stated she will be working closely with Beth Frost-Cooperative Director, and Karen Marysdaughter-Bookkeeper, as well as Andy moving forward.

Board went into Executive Session

Next Board meeting will be May 28th, 2020 at 2:00 p.m.

Meeting adjourned at 3:20 P.M.

Respectfully Submitted, Sherry Molcan and Beth Frost