



Avalon Village Owners Association Board of Director's Meeting Minutes – May 20, 2021

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

Others present: Beth Frost, Ariel Bonin

Called to order by Martin Perfit at 2:01 P.M.

Motion was made, **seconded and unanimously passed** to approve the minutes of the March 18, 2021 **Board** meeting.

Cooperative Director's Report-Beth Frost

1. Work Orders/Maintenance Update
 - Beth reported that there are currently 34 outstanding work orders.
2. Sales Report
 - There are currently no cottages for sale.
 - There are 15 people on the Priority Reservation list.
3. Status of Activities/Manor House
 - Men's Lunch had 9 attendees and Ladies' Lunch has 12 signed up.
 - Beth ordered a cornhole board set as an extra activity.

Finance Report-Bill Gilfillan

- Bill reported the following financial reports for the period ending April 30, 2021.
- **Balance Sheet**
 - Operating account cash balance is \$39,993. This was \$21,405 at the same time last year.
 - Reserve balance is \$414,076. This compares to \$379,699 at the same time last year.
- **Operating Account**
 - Revenues exceed expenses by \$16,520.
 - Activities expenses are \$2,309 over budget, in part because the December activities for the holidays weren't paid until January, and in part because we spread the budget out with less in the beginning of the year because we thought activities would be delayed until later in the year.
 - Total maintenance expenses are \$13,997 less than budget.
 - Personnel expenses are under budget by \$4,321 due to the mild winter.
 - Professional fees are over budget by \$1,718 due to the fees for the 2020 tax return coming all in one month and the budget being spread out over several months. Also, Legal fees reflect a large bill for dealing with the flag issue.
 - Service calls are underspent by \$6,923.
 - Utilities are \$2,135 less than budget.

- **Reserve Account**

- Expenses exceed revenues by \$708.
- Operations needed to borrow \$20,000 from reserves for the April 2021 real estate tax payment. This has been repaid.
- There is a balance remaining of \$18,492 for the loan from reserves to operations for the purchase of the newest John Deere tractor that is being paid down by \$300 per month from operations.

Motion was made, **seconded and unanimously passed** to accept the Treasurer's report.

Old Business

- Motion for Reserve Study

- The Reserve fee increases each year due to inflation. The cottages are about 20 years old and are going to require new roofs, heating systems, etc. New increase will take effect next January.

Motion was made, **seconded and unanimously passed** to increase the annual rate of increase in the contribution from the shareholders from 3.5% to 7.5%.

Motion was made, **seconded and unanimously passed** to attach the Reserve Study narrative to today's minutes.

New Business

- Discussion on possibility of treatment for ticks throughout Avalon
 - Any treatment you opt to have done must be approved by Management, and done at the shareholder's expense. (Request for Grounds Work Approval form available in the Avalon office.)
- Vaccine, should we ask for voluntary count on who has had
 - Outside of a healthcare setting, it does not violate HIPAA to ask someone if they are vaccinated.
 - The Board will wait for Deborah Johnson to get more information.
- Visitors throughout Avalon
 - Management will purchase a speed limit sign for the top of Thistle (coming off Library Rd), and a second dog waste station for Foxglove.
- Repairs to Foxglove Drive
 - Buildings and Structures will assess this during the walkaround at the beginning of June.
- Removal of debris along Foxglove
 - A spot will be designated to dump debris and removed more regularly.

Motion was made, **seconded and unanimously passed** to authorize Management to arrange for the removal of the material adjacent to Foxglove, up to \$4500.

FUTURE BOARD MEETING DATES:

- July 22, 2021 at 2 pm
- September 9, 2021 at 2 pm

ANNUAL MEETING:

- September 13, 2021 at 6 pm (Location TBA)

ORGANIZATIONAL MEETING:

- October 7, 2021 at 2 pm

Meeting adjourned at 3:00 P.M.

Next meeting scheduled for July 22, 2021 at 2 pm.

Respectfully Submitted by Ariel Bonin and Beth Frost