



## Avalon Village Owners Association Board of Director's Meeting Minutes – July 14, 2022

(Meeting took place in the Manor House Dining Room)

Members present: Deborah Johnson, Andy Stewart, Gary Eckmann, Bill Gilfillan, Nadine Morse

Others present: Beth Frost, Ariel Bonin

Called to order by Gary Eckmann at 2:00 P.M.

**Motion** was made, **seconded and unanimously passed** to approve the minutes of the May 12, 2022 **Board** meeting.

### Cooperative Director's Report-Beth Frost

1. Work Orders
  - Beth reported that there approximately 10 outstanding work orders, and approximately 50 from the Buildings & Structures and Grounds walkarounds.
2. Maintenance update
  - Rob Harnish started last week in our maintenance position.

### Finance Report-Bill Gilfillan

Bill presented the following financial reports for the period ending June 30, 2022.

- **Balance Sheet**
  - Operating account cash balance is \$59,247. This was \$51,826 at the same time last year.
  - Reserve balance is \$417,240. This compares to \$422,070 at the same time last year.
- **Operating Account**
  - Revenues exceed expenses by \$33,182.
  - Insurance is \$18,015 under budget due to slow billing by the insurance company.
  - Total maintenance expenses are \$2,581 over budget. This is primarily due to Landscape Maintenance, Pest Control, and Fireplace Inspections.
  - On Call Winter Personnel are over budget by \$2,222.
  - Accounting Fees are over budget by \$3,912.
- **Reserve Account**
  - Expenses exceed revenues by \$4,894.
  - Operations needed to borrow \$20,000 from Reserves for the April 2022 real estate tax payment. This has been repaid.
  - There is a balance remaining of \$13,992 for the loan from Reserves to Operations for the purchase of the newest John Deere tractor that is being paid down by \$900 per quarter.

### Other Finance Discussion:

- Accubooks is a service that is paid monthly. The balance is always the same (it does not change with overtime).
- Management will start putting together the 2023 budget this fall.

### Old Business

- Pump station further discussion
  - Dig Safe came and we don't believe we will be able to put the proposed holding tank where we wanted to, due to electrical and telecommunication lines in the ground. Possible spot for the tank would be under the road.
  - Management will contact Tim Schoppe and Jim Kiser to ask a few further questions per the Board's inquiry. Management will also contact the Town of Hampden for any updates or possible changes since the pump station was originally put in.

### New Business

- Annual Meeting (September 12, 2022)
  - The meeting will take place at Hampden Academy.
  - Nadine Morse's spot on the Board will be open.

### Other Discussion:

- Findings from the Buildings and Structures walkaround were discussed.
- A Board member mentioned wear-and-tear damage to the bottoms of certain lights on Thistle Lane. Beth and Maintenance will follow up on this, along with checking all the lights in the village.
- **Motion** was made, **seconded and unanimously passed** to add Norman Ness to the Buildings and Structures Committee.

**Motion** was made, **seconded and unanimously passed** to adjourn at 2:49 P.M.

Next meeting scheduled for **September 8, 2022 at 2 pm.**

Respectfully Submitted by Ariel Bonin and Beth Frost