

Minutes
East Bluff Board Meeting
Tuesday, January 25, 2022
Chaired by: President Nancy Michalski

Present: Tina Marie, Nancy, Liam, Mitch

Absent: Leni

Homeowners: Kris (as office manager)

Meeting started: 6:02 pm

1. Approval of last month's minutes
 - a. November minutes approved by email and posted
 - b. No December meeting
2. Homeowner concerns (time based on number of homeowners who attend and their concerns)
 - a. None present
3. Maintenance report by Jesse
 - a. Accomplishments for January.
 - i. Snow and ice removal
 - ii. No work requests received in January
 - iii. The maintenance truck is in the shop for repairs. Because of this, we are currently unable to take items to the dump or pick up large items on the curb.
 - iv. We were able to get free sand at Warner Park and fill the sand barrels on the property.
4. New Items
 - a. This meeting will focus on the 2022-2023 budget
 - i. Annual meeting work:
 1. Bio requests and heads up/notice of meeting to be sent out: All current board members are at the end of their terms or were never officially voted on by homeowners, so all need to submit bios to Kris to be re-elected. Send it in a Word document by February 26th
 2. Scheduling: The board will be meeting on Feb 1, 8, 15th to discuss and plan the 2022-2023 budget this year.
 3. Kris has a room at Warner Park Recreation Center reserved
 4. Reviewed due dates for planning annual meeting
 5. How will we present the proposed budget/alternatives-- To be done after budget meetings end
 - ii. Review draft budget with focus on what line items are to be included: 2022 draft budget (separate document reviewed)
 1. Review \$\$ amounts for most regular line items and made adjustments
 - iii. February newsletter:
 - iv. Annual meeting reminder
 - v. Potential board members – submit letter of interest and introduction
5. Treasurer's report (10 minutes)

- a. Review of current budget status
- b. Unpaid fees and checkbook balance
- c. Input on fee increase article – long term planning and building reserve accounts
- d. Still owe checkbook for last water main repair. Reimburse from reserve fund.
- e. Reserve fund transfers for year complete.

Unpaid fees and checkbook balance

a.

Unpaid Homeowner's Fees	\$1 - \$500	\$500 - \$999	\$1,000 +	TOTALS
As of 01/25/2022	\$2,555	\$2,319	\$5,563	\$11,438
January 2021	\$0	\$2,912	\$8,284	\$11,195

Checkbook balance	\$39,434
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*Reserves were moved to correct funds, so checkbook balance is lower than normal

- 6. Old Business: Items were deferred to the next regularly scheduled meeting.
 - a. Update/recreate policy and procedure documentation to include holidays, vacation, sick leave, attendance, code of conduct, etc. – waiting on Nancy and Kris to meet and review

PARKING REPORT (December 2021 and January 2022)

Numbers not yet received

	VERBAL WARNING	WRITTEN WARNING	TOWS
200's	0	2	0
300's	0	7	1
400's	0	1	0
500's	2	2	0

- c. Items for future meetings
 - a. Flag policy – based on Elena's research
 - b. Renter policies
 - c. Define nuisance tenant and ability to force eviction
- d. Adjourn open session: **7:45 pm**