

HICKORY GROVE VILLAGE CONDOMINIUM
BOARD OF MANAGERS MEETING MINUTES

Meeting Date: October 23, 2019 Time: 5:00 pm Place: Harmon Homes Office

1. The meeting was called to order by Darcy Young at 5:00 pm.
2. Present: Treasurer Gary Frost, Connie Grasso, Jim Guy, Secretary Rick Jachimiak, President Darcy Young, and Property Manager Mike Harmon
3. Guest and Membership Participation: None
4. Approval of Board Minutes: Upon a motion made by Jim Guy, seconded by Gary Frost, the minutes of the meeting of September 25, 2019, were accepted for filing.
5. Financial Reports: Upon a motion by Jim Guy, seconded by Connie Grasso, the September 2019 financial reports were accepted for filing.

The checking account balance as of October 23, 2019, is \$3,494.84.

6. Administrative and Legal: None
7. Maintenance:
 - A. The cleanup related to the dead-tree removal was completed by TME Landscaping October 18 through October 21, 2019.
 - B. The water box shutoff locations for individual Units were reviewed.
 - C. The irrigation system closing is scheduled for October 28, 2019.
 - D. A quote for mulching the 44 utility beds was reviewed.
 - E. A Lawn maintenance proposal from TME was discussed.
 - F. There is a damaged fence on the east property line behind 35 HGL. The adjacent property owner on Yvette Drive was asked to move a wood pile at the fence so that repairs can be made.
 - G. Some bait boxes on the west property line are inaccessible due to vegetation growth.
8. Communications:
 - A. Architectural change applications from owners of these Units were approved.
140 BWL
170 BWL
 - B. A letter was sent to a Unit Owner regarding a policy violation.
9. Old Business:
 - A. Annual Meeting: The annual meeting of Unit Owners is scheduled for Thursday, November 7, 2019, at 6:30 p.m. The meeting notice and related documents were mailed to the Unit Owners.
 - Three Board seats, each with a term of two years, will be filled at the annual meeting, by the candidates receiving the first-, second-, and third-highest count of votes in the election.
 - In the case of a tie for the seat with the third-highest count of votes, a runoff election would be held immediately.

- B. Tree and Shrub Replacement Policy: Upon a motion by Rick Jachimiak, seconded by Jim Guy, a motion to amend the Tree and Shrub Replacement Policy was approved 5-0.
 - The revised policy clarifies which dead trees and shrubs are the Association's responsibility as a common expense, and which are the Unit Owner's responsibility.
 - Dead Sponsor-established trees on the lots of Unit Owners, that the Unit Owner decides not to replace, will be removed by the Association as a common expense.
 - The amended policy will be mailed to Unit Owners in the near future.
- C. Website: A website was established to make important Hickory Grove Village documents more readily available to Unit Owners without the need to visit the Property Manager's Office.
 - Invitations to explore the website were sent to Unit Owners who provided email addresses at the last annual meeting or the July 2019 special meeting.
 - Any Unit Owner or resident can request access for their email account from Rick Jachimiak at rjachimiak@gmail.com or 716-238-4728.
 - It is provided at no cost to the community.
- D. Pond: Options for dealing with the reeds and weeds at the pond were discussed.
 - The balance in the Pond Reserve was \$3,545 at September 30, 2019.

10. New Business

- A. Rules and Regulations Pamphlet: A new Rules and Regulations pamphlet, to benefit Unit Owners, is proposed.
 - A working group, including Ron Lang (75 HGL), Patti Iacampo (145 BWL), and Rick Jachimiak (72 BWL) submitted a draft summary of existing rules and regulations to the Board for review.
 - The proposed Rules and Regulations pamphlet is intended to be an easy-to-read recap of rules and regulations found in the Declaration, By-Laws, policies, and similar documents of the Hickory Grove Village Condominium, along with relevant Federal and local laws and regulations.
 - No new rules or regulations are being created by this effort.
 - The Board considered creating new policies on topics not covered by existing rules and regulations, but no such new policies were adopted.
 - The Board requested several changes to the draft and will review the results by email and at a future meeting.
- B. Newsletter: Upon a motion by Jim Guy, seconded by Gary Frost, Paul and Nancy Martin (83 HGL) are asked to develop a newsletter for Hickory Grove Village Condominium.
- C. Proposed Budget: Upon a motion by Jim Guy, seconded by Gary Frost, the Board created a 2020 Proposed Budget for mailing to Unit Owners.
 - The Proposed Budget, if adopted, would set the HOA Fee at \$192 per month, beginning January 2020.

11. Next Board of Managers Meeting: An Organizational Meeting of the Board, as then elected, is scheduled to take place immediately after the adjournment of the Annual Meeting of Unit Owners on November 7, 2019.

12. Adjournment: Upon a motion by Gary Frost, seconded by Jim Guy, the meeting adjourned at 7:26 pm.