

Concord Square Village Owners' Association Representatives' Meeting

April 5, 2016

The CSVOA Representatives' Meeting was held at the Busch Community Room. **President Rick Montalvo** called the meeting to order at 7:00 P.M. and Secretary *Rhonda Queen* took roll call. The following Board Members were present: President *Rick Montalvo*, 2nd Vice-President *Kathy Hughes*, Treasurer *Diane Ehrlich*, and Secretary *Rhonda Queen*. All Buildings were represented **except Buildings J**. A **Motion** to approve the March 1, 2016 Minutes was made by *Diane Crish-Dzadony (F-16)* and seconded by *Jean Kalies Sue VanStraaten (K-5)*. **Motion passed unanimously**. The Original of the Minutes as approved and all attachments have been placed in the Corporate Record Book.

OFFICERS'REPORTS: (1) **Treasurer's Report:** Treasurer *Diane Ehrlich* read the March 2016 Report. Beginning balance on 01/02/28/16 was \$53,933.61 and the ending balance on 03/31/2016 was \$69,299.00. A **Motion** to approve the March 2016 Treasurer's report was made by *Dave Flint (C-2)* and seconded by *Tim Sopenski (O-31)*. **Motion passed unanimously**. (2) Treasurer *Diane Ehrlich* provided the 2016 budget spread sheet. (3) Treasurer *Diane Ehrlich* reported that the first installment for Hastings pool service has been paid.

OLD BUSINESS: (1) Treasurer *Diane Ehrlich* has compiled a list of the snow plow damage and will submit it to Peak. Once the repairs are completed the \$1,000.00 retainer check will be issued. (2) Secretary *Rhonda Queen* reported that the "Full Funding Ballot Forms" have been distributed to all the building reps. The forms have been returned by all building reps with the exception of "J". All reps voted against the Full Funding so **NO** assessments will be made. (3) President *Rick Montalvo* is meeting with Councilman Crossman about the Front hill and Front sewer lines. Neff and associates involved in this is also pending. Updates to follow. (4) President *Rick Montalvo* will schedule the speed bumps installation for the season. Additional speed bumps are pending. (5) President *Rick Montalvo* will inquire if the city will dredge by the pool before opening season. (6) Secretary *Rhonda Queen* reported that Dr. Dave's landscaping did submit an estimate after Signature Landscaping was voted in. For future reference the Board will contact both Landscapers and provide a deadline for bids to avoid any misunderstandings.

NEW BUSINESS: (1) 2nd Vice-President *Kathy Hughes* Presented two pool repair estimates. Hastings estimate was about \$17,000. The House Doctor bid came in at \$8,950.00. A discussion to make a motion to accept the House Doctor was tabled when Reps suggested additional estimates. The vote for repair will take place May 3, 2016. The repairs need to be completed before the opening season. Those suggesting additional estimates are responsible for meeting with the contractor and providing a written estimate at the next meeting. (2) 2nd Vice-President *Kathy Hughes* reported that the pool filter room repair has been completed by Hastings for a fee of \$163.00. (3) 2nd Vice-President *Kathy Hughes* has provided Pool Pass Request Forms for all the building reps to complete with the deadline of May 3, 2016. President *Rick Montalvo* ordered the yearly pool passes. (4) **Friendly reminder** pool monitor volunteers are still needed. Anyone interested can notify a Board Member.

Open Forum: (1) **Friendly Reminder to clean up after your dogs. Be considerate of the Front Lawns and Flower Beds.**

Adjournment: A **Motion** to adjourn was made by *Kathy Hughes (L-5)* and seconded by *Dave Flint (C-2)*. Adjournment was at 7:55 P.M.

Respectfully submitted,



Rhonda Queen, CSVOA Master Board Secretary

The Next meeting is 7:00 P.M. Tuesday May 3, 2016

All Homeowners are Welcome to Attend

*Concord Square Village Owner's Association
Representatives' Meeting –April 5, 2016*

Agenda

Call to Order

President *Rick Montalvo*

Meeting called to order at 7:00 P.M.

Roll Call

Secretary *Rhonda Queen*

Board Members and Building Representative

Approval of Minutes

Secretary *Rhonda Queen*

Approval of March 1, 2016 Minutes

Reports of Officers

Treasurer *Diane Ehrlich*

March 2016 Treasurer's Report

2016 Budget Sheet

Old Business

Snow Plow-Damage Reports Collected

Front Hill Update

Speed Bump Installation

New Business

Pool Repair Estimates

Pool Pass Request Sheet Distribution

Pool Monitors Needed

Island Planting & Volunteer requests

Residents' Forum

Open Discussion for Homeowners

Adjournment

Next Meeting May 3, 2016

CONSOLIDATION

DATE : March 2016

CHECKING ACCOUNT

BALANCE AS OF : February 29, 2016 53,933.61
ASSOCIATION FEES (A through 0) 27,510.00

TOTAL INCOME : 81,443.61

<u>DISBURSEMENTS :</u>	<u>DATE</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>	
PEAK GROUNDS MGMT	2/29/2016	1756	6,074.00	Snow Removal
March Snowplow w/\$1000 Holdback				
THE ILLUMINATING CO.	2/29/2016	1757	55.29	Electric
Electric				
THE ILLUMINATING CO.	2/29/2016	1758	50.64	Electric
Electric				
REPUBLIC SERVICES	2/29/2016	1759	2,449.70	Garbage Removal
Garbage Removal				
HASTINGS WATER WORKS	3/1/2016	1760	3,325.00	Pool Services
March Pool Contract				
THE ILLUMINATING CO.	3/28/2016	1761	56.16	Electric
Electric				
PNC BANK	3/1/2016	ACH	2.00	Bank Fee
Bank Fees				
OFFICE MAX	3/1/2016	Credit Card	10.37	Copies & Misc
Copies				
OFFICE MAX	3/18/2016	Credit Card	110.65	Copies & Misc
Copies & Stamps				
AT & T	3/10/2016	ACH	10.80	Website
Website				
TOTAL EXPENSES			<u>12,144.61</u>	

BALANCE AS OF MARCH 31, 2016

69,299.00

Respectfully submitted

Diane Ehrlich
Diane Ehrlich, Treasurer

2016 MASTER ASSOCIATION BUDGET SPREADSHEET

(START BALANCE \$ 67,026.28)

EXPENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR END TOTAL	TOTAL BUDGET	YEAR END % EST
WATER & SEWER	25,000.00	22,448.53				55,000.00				55,000.00			212,448.53	226,000	94.0%
ELECTRIC	107.34	114.72	162.00										384.15	2,000	19.2%
GAS													1,000.00	1,000	100.0%
TELEPHONE													0	300	0.0%
PROPERTY TAX	523.91												523.91	600	87.3%
SNOW REMOVAL	7,074.00	7,074.00	6,074.00										35,370	35,375	100.0%
LANDSCAPING	156.80												2,749	3,000	91.6%
POOL SERVICES													20,655	23,000	89.8%
REPAIRS & MAINT	39.40												39	3,000	1.3%
COPIES & MSC	105.88	43.46	121.02										270	1,200	22.5%
INSURANCE													0	1,100	0.0%
LEGAL EXPENSES	500.00												500.00	1,000	50.0%
BANK FEES	2.00	2.00	2.00										24	24	100.0%
PROJECTS													0	30,000	0.0%
WEBSITE	10.80	10.80	10.80										86.40	132	100.0%
WATER/SEWER RESERVES															
GARBAGE REMOVAL	2,449.70	2,449.70	2,449.70										7,349.10	29,400	100.0%
														40,015	
TOTAL MONTHLY EXPENSES	35,969.44	32,143.21	12,144.61			61,252.50	6,252.50	7,577.50	6,577.50	3,111.50	57,786.50	9,860.50	383,384.13	397,145	96.5%
MONTHLY INCOME	27,260.00	27,780.00	27,510.00			27,510.00	27,510.00	27,510.00	27,510.00	27,510.00	27,510.00	27,510.00	330,120.00	314,400	105.0%
END OF MONTH BALANCE	58,316.82	53,933.61	69,296.00			35,556.50	56,814.00	76,748.50	42,679.00	88,010.00	57,733.50	75,383.00	93,358.50		

ACTUAL ACTUAL ACTUAL