

# Concord Square Village Owners' Association Representatives' Meeting

## December 1, 2015

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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 A, and J. A Motion** to approve the November 3, 2015 Minutes was made by *Mike Szpendyk (M-2)* and seconded by *Lynn Gallagher (L-6)*. **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 November 2015 Report. Beginning balance on 10/31/15 was \$62,870.47 and the ending balance on 11/30/2015 was \$51,143.38. **A Motion** to approve the November 2015 Treasurer's report was made by *Jean Kalies (I-10)* and seconded by *Eugene DiSanto (D-10)*. **Motion passed unanimously.** **(2) Treasurer Diane Ehrlich** discussed and reviewed the 2015 budget spreadsheet. **(3) Treasurer Diane Ehrlich** discussed the 2016 budget and projected expenses including the additional storm sewer fee of ±\$3000.00 per quarter starting in 2016. Due to the additional Storm Water sewer fee and increased water bills, **Treasurer Diane Ehrlich** projected a budget deficit for the 2016 budget. Due to this **deficit**, "an increase of \$10 was discussion". After further discussion, a motion was made by Eugene DiSanto (D-10) to increase the monthly maintenance fees by \$5 per month per unit starting January 1, 2016. The motion was seconded by Rhonda Queen (M-11). All reps were in favor with no one opposed, the **Motion passed unanimously.**

**The monthly maintenance fees will increase by \$5 per month per unit starting January 1, 2016.**

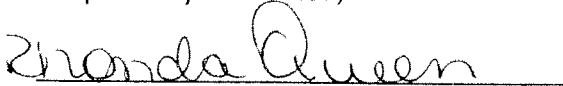
**OLD BUSINESS: (1) President Rick Montalvo** reports the quotes for the catch basin repair has been tabled until spring. **(2) Dave Flint (C-2)** reported the CSVOA website is up but not turned on until final design has been completed.

**NEW BUSINESS: (1)** Nothing at this time

**Open Forum: (1)** Nothing at this time

**Adjournment: A Motion** to adjourn was made by *Lyn Gallagher (L-6)* and seconded by *Diane Crish-Dzadony (F-16)*. Adjournment was at 7:45P.M.

Respectfully submitted,



Rhonda Queen, CSVOA Master Board Secretary

**The Next meeting is 7:00 P.M. Tuesday January 5, 2016**

All Homeowners are Welcome to Attend

*Concord Square Village Owner's Association  
Representatives' Meeting –December 1, 2015*

***Agenda***

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**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 November 6, 2015 Minutes

**Reports of Officers**

**Treasurer** *Diane Ehrlich*

November 2015 Treasurer's Report

2016 Budget Sheet--Approval

**Old Business**

Snow Plow

Update Web-Site (Dave Flint)

**New Business**

**Residents' Forum**

Open Discussion for Homeowners

**Adjournment**

*Next Meeting January 5, 2016*

## CONSOLIDATION


DATE : November 2015

### CHECKING ACCOUNT

|                                  |                         |
|----------------------------------|-------------------------|
| BALANCE AS OF : October 31, 2015 | 62,870.47               |
| ASSOCIATION FEES ( A through 0 ) | 26,200.00               |
| Refund Columbia Gas              | 202.26                  |
| <b>TOTAL INCOME :</b>            | <b><u>89,272.73</u></b> |

| <u>DISBURSEMENTS :</u>                        | <u>DATE</u> | <u>CHECK NO.</u> | <u>AMOUNT</u>           |                         |
|---|-------------|------------------|-------------------------|-------------------------|
| MOSCARINO                                     | 11/1/2015   | 1722             | 7,074.00                | Snow Removal            |
| November Snowplow                             |             |                  |                         |                         |
| PNC BANK                                      | 11/1/2015   | ACH              | 2.00                    | Bank Fees               |
| Bank Fee                                      |             |                  |                         |                         |
| REPUBLIC SERVICES                             | 11/1/2015   | 1723             | 2,449.70                | Garbage Removal         |
| Garbage Removal                               |             |                  |                         |                         |
| AT & T  | 11/4/2015   | 1724             | 0.06                    | Telephone               |
| Balance of Phone Bill                         |             |                  |                         |                         |
| THE ILLUMINATING CO                           | 11/6/2015   | 1725             | 55.05                   | Electric                |
| Utilities                                     |             |                  |                         |                         |
| THE ILLUMINATING CO                           | 11/6/2015   | 1726             | 49.99                   | Electric                |
| Utilities                                     |             |                  |                         |                         |
| NEORS   | 11/6/2015   | 1727             | 13,585.90               | Water & Sewer           |
| Balance Sewer Bill                            |             |                  |                         |                         |
| CITY OF CLEVELAND DIV OF WATER                | 11/6/2015   | 1728             | 12,985.58               | Water & Sewer           |
| Balance of Water Bill                         |             |                  |                         |                         |
| GILLESPIE BACKFLOW                            | 11/7/2015   | 1729             | 207.90                  | Repairs                 |
| Backflow Testing                              |             |                  |                         |                         |
| AT & T  | 11/10/2015  | ACH              | 10.80                   | Website                 |
| Website                                       |             |                  |                         |                         |
| DR. DAVE LANDSCAPING                          | 11/16/2015  | 1730             | 324.00                  | Landscaping             |
| October Lawn Service                          |             |                  |                         |                         |
| PAT FIEFFER                                   | 11/20/2015  | 1731             | 150.00                  | Repairs                 |
| Remove Speed Bumps                            |             |                  |                         |                         |
| GRANGE MUTUAL                                 | 11/21/2015  | 1732             | 1,096.00                | Insurance               |
| Annual Insurance Premium                      |             |                  |                         |                         |
| HASTINGS WATER WORKS                          | 11/24/2015  | 1733             | 56.00                   | Pool Services           |
| Winterize Pipes                               |             |                  |                         |                         |
| OFFICE MAX                                    | 11/5/2015   | Credit Card      | 7.84                    | Copies & Misc           |
| Copies  |             |                  |                         |                         |
| OFFICE MAX                                    | 11/16/2015  | Credit Card      | 74.53                   | Copies & Misc           |
| Copies & Supplies                             |             |                  |                         |                         |
| <b>TOTAL EXPENSES</b>                         |             |                  | <b><u>38,129.35</u></b> |                         |
| <b><u>BALANCE AS OF NOVEMBER 30, 2015</u></b> |             |                  |                         | <b><u>51,143.38</u></b> |

Respectfully submitted

  
Diane Ehrlich, Treasurer

**2015 MASTER ASSOCIATION BUDGET**  
( START BALANCE \$ 158,142.13 )

| EXPENSE                | JAN        | FEB        | MAR        | APR        | MAY        | JUNE       | JULY       | AUG       | SEPT      | OCT       | NOV       | DEC       | YEAR END<br>TOTAL EST | TOTAL<br>BUDGET | YEAR END<br>% EST |
|------------------------|------------|------------|------------|------------|------------|------------|------------|-----------|-----------|-----------|-----------|-----------|-----------------------|-----------------|-------------------|
| WATER & SEWER          | 5,146.50   |            |            | 5,846.37   |            |            | 191,561.76 |           | 21,307.80 | 32,000.00 | 26,571.48 |           | 282,433.91            | 160,000         | 176.5%            |
| ELECTRIC               | 106.81     | 132.38     | 107.22     | 112.84     | 110.53     | 108.67     | 186.85     | 287.71    | 467.86    | 49.73     | 105.04    | 110.00    | 1,985.74              | 2,000           | 93.3%             |
| GAS                    |            |            |            |            |            | 420.65     | 322.79     | 188.85    | 135.09    |           | 222.26    |           | 846.12                | 1,000           | 84.6%             |
| TELEPHONE              |            |            |            |            |            | 74.27      | 74.27      | 75.45     | 74.96     |           | 0.06      |           | 0                     | 350             | 0.0%              |
| PROPERTY TAX           |            |            |            |            |            |            |            |           |           |           |           | 600.00    | 600.00                | 600             | 100.0%            |
| SNOW REMOVAL           | 7,074.00   | 7,074.00   | 6,074.00   | 100.00     |            |            | 900.00     |           |           |           | 7,074.00  | 7,074.00  | 35,370                | 38,000          | 98.3%             |
| LANDSCAPING            |            |            |            |            | 324.00     | 324.00     | 324.00     | 324.00    |           | 648.00    | 324.00    |           | 2,288                 | 28,000          | 8.7%              |
| POOL SERVICES          |            |            |            | 7,325.00   | 3,787.44   | 3,655.92   | 4,230.00   | 3,486.00  | 549.32    |           | 58.00     |           | 23,090                | 21,000          | 109.8%            |
| REPAIRS & MAINT.       |            | 150.00     |            |            | 171.05     |            | 300.00     | 1,200.00  | 500.00    |           | 357.90    |           | 2,679                 | 3,000           | 89.3%             |
| COPIES & MISC.         | 122.11     | 47.52      | 123.62     | 36.61      | 103.25     | 44.00      | 127.61     | 143.70    | 78.46     | 41.47     | 82.37     | 50.00     | 1,003                 | 1,200           | 83.6%             |
| INSURANCE              |            |            |            |            |            |            |            |           |           |           | 1,096.00  |           | 1,096                 | 1,000           | 109.6%            |
| LEGAL EXPENSES         |            | 500.00     |            | 390.00     |            |            |            |           |           |           |           |           | 880.00                | 1,000           | 88.0%             |
| BANK FEES              | 2.00       | 2.00       | 2.00       | 2.00       | 2.00       | 2.00       | 2.00       | 2.00      | 2.00      | 2.00      | 2.00      | 2.00      | 24                    | 25              | 96.0%             |
| PROJECTS               |            |            |            | 119.62     | 4,242.59   | 619.69     | 8,735.52   | 9,223.00  | 295.20    |           |           |           | 23,236                | 30,000          | 77.5%             |
| WEBSITE                |            |            |            |            |            | 21.60      | 10.80      | 10.80     | 10.80     | 10.80     | 10.80     | 10.80     |                       |                 |                   |
| WATER/SEWER RESERVES   |            |            |            |            |            |            |            |           |           |           |           |           |                       |                 |                   |
| GARAGE REMOVAL         |            |            |            |            |            |            |            |           |           | 2,449.70  | 2,449.70  | 2,449.70  |                       |                 |                   |
| TOTAL MONTHLY EXPENSES | 12,451.42  | 7,905.90   | 6,306.84   | 13,924.54  | 8,750.96   | 5,270.80   | 206,775.80 | 14,892.51 | 23,421.49 | 35,201.70 | 37,927.09 | 10,296.50 | 283,175               | 283,175         | 0.0%              |
| MONTHLY INCOME         | 23,670.00  | 23,490.00  | 23,580.00  | 23,580.00  | 23,580.00  | 23,880.00  | 24,480.00  | 23,580.00 | 23,580.00 | 26,200.00 | 26,200.00 | 26,200.00 | 282,020.00            | 314,400         | 82.9%             |
| END OF MONTH BALANCE   | 169,360.71 | 184,944.81 | 202,217.97 | 211,873.43 | 226,702.57 | 246,311.77 | 63,016.17  | 71,713.68 | 71,872.17 | 62,670.47 | 51,143.38 | 67,046.88 |                       |                 |                   |