



ADAIR ESTATE UNIT OWNERS ASSOCIATION

MINUTES

Annual Meeting

January 30, 2022 – 6:00 P.M. to 7:15 P.M.

Location: Mansion Lobby

- **Meeting called to order and quorum confirmed**
 - Silvermans (Unit 1330) held proxy for Cates/Kelley (Unit 1306) vote.

- **Treasurer's Report**
 - The 2021 Year-end budget vs. actual expense report and the board proposed 2022 budget document were both distributed to attendees.
 - 2021 total expenditures were \$6939.92 over budget owing mostly to mansion painting contract change order.
 - **2022 Proposed Budget** (based on zero increase for unit owner monthly fees) **unanimously approved by attendees.**

- **Landscaping Committee Report**
 - Committee pleased with services provided by RuHo and recommends moving forward with a new contract with RuHo for 2022.
 - Landscape committee recommends higher level of attention to shrubs around the property to include more hand pruning and avoid shrub maintenance by gas powered hedge trimmers.
 - Committee to provide more specifics to HOA membership regarding proposed contract for 2022 and corporate information regarding RuHo.
 - Quick turnaround needed on 2022 contract decision to secure favored day of week and time of day work scheduling.

- **Maintenance Report**
 - Lou Locricchio will assume an oversight role for general maintenance and repairs on behalf of HOA.
 - HOA board will consider a bid by Stanley Steemer to clean certain areas of the mansion basement common area tile floors.
 - HOA will fund repairs to "common element" walkway between mansion and unit 1320 (Marshburns).
 - Flooding at doorstep of unit 1304 (Waltons) has been resolved. HOA funded the "common element" portion of the repair and Waltons funded the "limited common element" portion of the repair.

- **Concierge / Housekeeping Report**
 - Newly elected HOA board will seek an individual to provide concierge/housekeeping oversight.

- **Nominating Committee for 2022 HOA Board Members**
 - Committee members Lou Locricchio, Alida Silverman, and Melinda Marshburn nominated the following slate of unit owners for the 2022 HOA board. **Sandra Mendel, Chris Casey, Lou Locricchio, Dan Marshburn and Brian Mitchell.**
 - No other nominations were brought forward during the meeting.
 - **The slate of owners nominated were unanimously approved by HOA vote.**
 - The new board will meet in the next ten days to elect HOA officers.

- **Other Business**
 - Attendees were reminded to utilize the visitor's parking area in front of the mansion. Parking along the narrower parts of the driveway could impede the passage of an emergency vehicle.
 - Low voltage lighting out of service at several locations. Board member will report issues to NightVision for repairs.
 - **For any unit owner wishing to rent an assigned parking space, the HOA Board suggests the amount of \$50/month.**
 - The Board intends to designate an HOA Social Events coordinator

- **Meeting Adjourned**