

ADAIR ESTATE HOMEOWNERS ASSOCIATION

MINUTES

Board of Directors Meeting

August 14, 2019 – 8:00 P.M.

Location: Conway's – 1328 Mansion

Members Attending

Carrie Conway, President
Brian Mitchell, Treasurer
Kris Gordon, Secretary

Susan Stine
David Partlett
Dan Marshburn

Financial Update: Brian Mitchell provided the financial statement showing a current checking balance of \$51,965.99 and savings balance of \$24,216.91. Expenses are tracking well against the 2019 budget. A major upcoming expense will be the 2019 paint rotation, which was budgeted for \$20,000.

The Budget Committee, including Carrie Conway, Brian Mitchell, Hugh Kelley, and Glen Stine, will be meeting this fall for 2020 budget planning.

Landscape Committee: The Landscape Committee submitted a bid from Russell Landscape to provide landscape services starting September 1. Dan Marshburn made a motion to accept the bid and to cover the additional cost of \$2,156.50 through the end of 2019 from the Landscaping Special Projects line item. The total cost for the Russell contract for 2020 will be 22,200. Susan Stine seconded the motion, and the board voted 6-0 to approve.

Melinda Marshburn has agreed to serve as Liaison to our new company. As such, she will be the only person authorized to speak with Russell's Account Manager as well as the foreman and crew.

The board reaffirmed that it is an HOA responsibility to ensure appropriate pruning of shrubs and trees around individual structures in order to protect the integrity of buildings.

Paint Rotation: Susan Stine provided an updated schedule of paint rotation. The 2019 rotation includes the Warren Manor (Gelaye/Darian), the Carriage House (Hall/Wernick) and the parking arbors. There is currently no paint rotation in 2022, which will allow the HOA to consider other priorities in that year.

Potholes: Carrie Conway will ask Lou Loccrichio to provide suggestions for paving companies to patch the 2 potholes in the driveway on the southeast side of the Mansion.

Election of Officers: Carrie Conway's term as President ends 12/31/2019. The Board will begin succession planning to identify someone to serve in this role.

Full HOA Meeting: We plan to hold a full HOA meeting the first week of December. The agenda will include review of the proposed 2020 budget.