# Shires of Inverness Master Association

**Board of Directors Meeting**

October 11, 2018

7:00 pm – Shires Clubhouse

**I. Call to Order**

Jeff Bowden called the meeting to order at 7:00 PM

Board Members **Present Absent**

Jeff Bowden

Brian Chapman

Ron Kizior

Thommy Kolb

Bob Matusiak

Marty Pilut

Russ Schaefer

 **Brian Chapman** - certified a quorum of Master Board members present.

**II. Review of Minutes of Previous Meeting**

 **Motion** to accept the Minutes of September 13, 2018 was seconded and approved unanimously.

**III. President’s Report – ( Bowden)** –

The President reminded owners that ballots for the Master Board election are out. He encouraged all owners to vote.

**IV. Treasurer’s Report – (Matusiak )** -

The financial figures (on an Accrual basis) as of September 30, 2018 for the Master Board were:

 Operating Account $ 1,112.08

 Reserve Accounts $250,546.53

As of September 30, 2018, approximately $18,550 has been charged to the reserve account for the following projects/activities:

 Roads $ 6,111

(Balance of fee to SPACECO)

 Pool Furniture $ 3,139

 Ponds $ 6,800

(Goodfellas –drainage creek rip-rap)

 Landscaping $ 2,500

(Tree removal)

YTD interest earned on the Reserve Accounts is $337.

Actual YTD Operating Expenses are reasonable to Budget, resulting in a negligible variance. Reserves are sufficient to cover current commitments and needs, and will be evaluated in the next two months as part of the 2019 budgeting process.

 **MOTION** to accept the Treasurer’s report, seconded and approved unanimously.

**V.** **Management Report (Bill Seymour)** –

The weather continues to cause many delays to the seal coating project. Allstar Painting will be completing the garage door painting of the splattered doors and we will deduct the cost from the Hastings payment. Hastings has agreed to this and is working to resolve all the seal coating issues reported as weather permits. Payment to Hastings will not be released until the local board’s approve. Due to the changing weather and Allstar’s schedule the actual painting of the garage doors may not take place until spring.

**VI. Committee Reports**

 **Architectural** (Chapman) – Nothing to report

 **Club House Committee** (Kowalski)

No NEW clubhouse rentals.

Previously reserved for 2018-

Oct 13

Nov 18

Dec 9

Dec 25

 **Landscape** (Bowden)

The Landscape Committee met on Wednesday, October 10. The Committee reviewed the Best Lawns September Production Report, the Landscape Budget as of September 2018 and the Walk Thru work that has been completed. The committee will be making recommendation to Best Lawns regarding trimming and flower plantings. The committee then discussed the projects for 2019 and reviewed and recommended that the Master Board adopt the 2019 Proposed Landscape Annual Budget.

 **Maintenance** (Bowden)

The Maintenance Committee met October 8. The Committee reviewed the year to date 2018 expenses, the 2018 projects, the 2019 potential projects, the Reserve Analysis and approved the 2019 Maintenance Budget. The additional clean up and rip rap in the northeast corner of the pond is scheduled to be complete within the next month. The asphalt sealing continues and should be completed with the weather’s cooperation in the coming week or two. If the Reserve Account Balance allows for the work the two major projects for 2019 will be the Large Pond Sediment Removal and the start of remodeling the interior of the Clubhouse. The proposal for the Sediment Removal will be presented to the Master Board for approval. Bill Seymour is looking into recommending a person to finalize the plans for the Clubhouse and a contractor to do the work.

 **Nominating** (Eileen Neil) –

The Nominating Committee has made the following nominations for the Master Board election:

Jeff Bowden 1426 Shire Circle TH III

Brian Chapman 1438 Shire Circle TH III

Thommy MacNiff-Kolb 1515 Shire Circle TH I

Sheryl Marsella 1519 Shire Circle TH I

Russ Schaefer 1542 Shire Circle Th I

Please note that only 2 Directors can be elected to the Master Board from any 1 local association. The two candidates from TH I receiving the highest number of votes will be elected.

 **Recreation Committee(RC)** -(Kizior) – No report

 **Social Committee** (Gaunt)

"Spooky Pooch Event."

Saturday, October 27 - Noon to 2:00 pm

Costume Contest, Raffle, Doggie Parade

Announcements have been delivered to all residents. Don't have a dog, come join the parade in your "Spooky" costume!

We're looking for contest judges!

Sam & Marcia Donnelly, 1338-Th-6 have volunteered to set up an "Agility Demonstration" in the open area in TH-6 pending approval by TH-6 Board & W.L. Seymour.

The Social Committee is requesting Master Board consideration to increase our 2019 Social Budget from $750 to $1,500. Having additional funds would help in the possibility of a summer family event.

 **Website Committee (**Kizior)

The website committee met on Tuesday, September 18th, attended by Sandee Lassota, Ginnie Grant and Ron Kizior. The current website was reviewed and numerous changes were identified that are in need of updating. Shires Committees (Chairmen) will be contacted for meeting minutes and remaining 2018 meeting schedule to update. All other information will be updated over the next several months using our outside vendor, ProPlanet to complete.

We need additional people to serve on the committee, preferably with some computer knowledge, to provide input for updating and website suggestions. We will be looking at website expense, utilization and committee support to determine if continuing the site is viable.

**VII. Old Business**

Master Board election

There are 4 Board seats up for election in 2018. The nominees are listed above. Jeff reiterated his reminder to all owners to be sure to vote.

**IX. New Business**

**Large pond sediment removal proposal**

A bid to remove sediment from the large pond has been received from Organic Sediment Removal Systems, LLC. The Maintenance Committee recommended approval of this bid.

A motion to accept the bid was made and seconded. The Board approved unanimously.

**2019 budget**

The President and Treasurer are working on a budget proposal for 2019. They expect to have a proposal for review by the November Board meeting.

**X. Owners Comments & Questions**

An owner reported that tree roots had plugged up their sewer. That issue was referred to the local association.

There was a question whether a promised upgrade to the Comcast infrastructure would require digging. The answer is no.

There was a question about a Clubhouse upgrade. Work has been done over the last couple of years, but no firm plans at this time. It was questioned, given the infrequent use of the Clubhouse, whether more than a cosmetic upgrade is warranted. Also, given other large projects in the near future, whether funds would be available for a significant upgrade at this time.

There was a question about a recent burglary in the condo building. This was confirmed. The cause was likely one of the outer doors not being securely closed allowing the perpetrator easy entry. The doors have been repaired and secured. All owners are reminded to call 911 if they see suspicious activity anyplace in the Shires.

There was a question regarding the use of the tennis courts for pickle ball. It was reported that many people have been arriving by car to play. The question was whether any homeowners are involved, and if not, do the people have permission to use the courts. It was confirmed that two homeowners have invited friends to come play with them.

**XI. Motion to adjourn** at 7:38 PM - was made, seconded and unanimously approved.

 Next Meeting scheduled for November 8, 2018, at 7:00 pm.

Brian Chapman

Secretary