

Annual Meeting of the Elmhurst Neighborhood Association
Location: Sewickley Library Conference Room and Zoom Teleconference
Meeting Date: April 10, 2023
Time of Meeting: 7:00 p.m.

I. Board Roll Call

The meeting is called to order by Amy Gillenberger of RJ Community management at 7:05 p.m.

Board Members Present- Jack Kosko, Jason Hoover, Peter Herchenroether

Board Members Excused- Ken Urish, Bill Gallagher,

Management Company- Amy Gillenberger - RJ Community Mgt. (RJC)

Homeowners in Attendance- Bill and Barb Millar, Robert Nitzberg, Charlie Smith.

II. Certification of Proxies/ Determination of Quorum

The quorum of 20% of Owners in attendance was met.

III. Meeting Minutes

Amy asked those present to review the meeting minutes from the 2022 Annual Meeting. Hearing on objection, the minutes were approved.

IV. Election of Owners to the Board

Amy announced that there is currently one (1) open Board position for a three (3) year term. (Board Member Ken Urish holds the expiring term.)

A motion was made, seconded and approved to elect the singular candidate, Jere Cowden, for a three year term.

V. 2022 Financial Report and 2023 Budget

Jason Hoover presented the 2022 Financial Report and 2023 Budget.

Operating Account Summary

| | |
|---|-------------|
| Total Income YTD for 2022 | \$80,661.73 |
| Total Expenses YTD for 2022 (Including reserve transfers) | \$66,055.14 |
| The surplus was the result of savings in snow and ice removal expenses this winter. | |

Reserve Account Summary

| | |
|--------------------------------|-------------|
| Total Transferred YTD for 2022 | \$11,967.00 |
|--------------------------------|-------------|

| | |
|--|--------------|
| Total Capitalization Fees YTD for 2022 | \$ 1,600.00 |
| Total Interest Earned for 2022 | \$ 148.14 |
| Total Expenses YTD | \$ 1,800.00 |
| Balance as of 2/28/22: | |
| Total Operating Fund Balance for 2022 | \$ 54,034.74 |
| Total Reserve Fund Balance for 2022 | \$ 75,478.43 |
| Total Association Funds | \$129,513.17 |

Budget 2023

| | |
|-------------------------|-------------|
| Total Income | \$85,800.00 |
| Maintenance Expenses | (62,045.00) |
| Administration Expenses | (8,995.00) |
| Reserve Funding | (14,760.00) |

- Increase in funding the Reserve Account based on the recommendations of the Reserve study conducted during FY 22.
- Increased costs by vendors (landscaping, community management)
- Reduced snow/ice removal costs
- Increase in monthly HOA fee of \$25 per month
- Goal is to maintain a balanced budget for 2023
- Budget info will be posted on the Community website
- Close management of maintenance and improvement items as costs continue to rise

VI. 2023 Landscaping Updates

- Mulching will be completed within the next 3-4 weeks. Black mulch will no longer be used due to the environmental impact, the staining it has created on houses, walk-ways and its inability to degrade itself over time
- Davey Tree or Bartlett is to evaluate the boxwoods in the community. Several are struggling with their health. This was a recommendation from the landscaping company during their walk through.
- In the fall some additional lawn repair work may be performed.
- Residents are encouraged to water the grass and plants near their units to keep Elmhurst in good shape.

VII. 2022 Accomplishments

- Renewed Sylvan Gardens Landscaping
- Reserve study by independent third party
- Updated Elmhurst website with meeting information and community updates
- Reviewed Neighborhood Rules and Regulations to complete Neighborhood inspections this spring.

VIII. 2023 Projects

- Landscaping- Lawn Repair
- Plant Replacements
- Brick cleaning and re-sanding
- Asphalt Sealing and Crack filing
- Neighborhood Inspections

IX. Reminders

- Water lawns, shrubs and trees
- Pick garbage within the community
- Park in designated parking spots and no speeding
- Alteration Requests must be submitted to the Board for any changes to a home
- Clean up after pets.
- Maintain Home and Townhome
 - Clean and/or paint white trim and well grates
 - Clean gutters, soffit, fascia, brick, Hardie board, porches, and railing.

X. Open Forum

- Discussed homeowner inspections and alteration requests.

XI. Meeting Adjourned

Motion made to adjourn the meeting. With a second and hearing no objections the meeting adjourned at 7:40 p.m.

Respectfully submitted,

Peter Herchenroether, Secretary

APPROVED MARCH 28, 2024