

## Dover Ridge HOA January 8, 2024 Annual Meeting Minutes

The meeting was held from 7:00 pm to 8:00 pm via Zoom. Those attending include board members Tim Viverette (President), Jeff Lyons (Vice President), Joe Milko (Treasurer), Janine Guadagno (Secretary), Mike Worbel (IT), Eric Greene (IT), Janet Lipman (Co-Secretary), Tony Amara (ARC committee chair), Maria DiFrancesco (Member at large), and HOA members Mary Mrdjenovic, Lynn Harrinton, Tonya Snow-Saleeby, and Lisa Perry.

### Summary:

HOA meeting discussed financials, revealing that the budget set as \$17,007.42 for 2024, was not adequate, primarily due to unexpected tree removal costs. The emergency fund stands at \$4,000, short of the \$5,000 goal. Income (HOA dues are the sole source of income) was \$20,001.39, exceeding the budgeted \$19,007.23. This was due to the collection of some of the outstanding dues. Expenses included \$5,055 for tree removal and \$900 for mulch. The HOA has \$8,477 in total assets. Priorities for 2025 include dues collection, emergency fund replenishment, community events, and common area improvements. The board proposed a mid-year meeting in June to enhance communication.

### Action Items

- Follow up with Bob regarding the drain issue on Ballot Court and work with the city and insurance companies to resolve it.
- Work with ITG and the city to get the irrigation system repaired after it was damaged during the Frontier fiber installation.
- Coordinate with Mike to set up a Zoom account or other virtual meeting solution for the HOA to use in the future.
- Continue to monitor new residents moving into the neighborhood and provide them with welcome baskets.
- Follow up with the city regarding installing the speed monitoring sign that is on backorder.

### Financial Overview and Emergency Fund

- The goal is to reach a \$5,000 emergency fund, with \$4,000 already saved.
- Emphasis on not dipping into the emergency fund unless a tragic event occurs.
- Quarterly newsletters are being sent out via email. Hardcopies will be mailed in 2025 to homes that do not provide an email. Mailing costs are an unnecessary expense, and HOA members are strongly encouraged to provide the HOA with an email.

- The checking balance for the HOA is \$4,453, and the savings balance is \$4,024, totaling \$8,477.
- Budgeted annual income is \$19,007, with actual income slightly higher at \$20,001.39. The increase is due to the Board's consistent effort to collect past dues from delinquent homes.

### **Income and Expense Analysis**

- Most homeowners pay their dues consistently and on time. Few are delinquent, and two are significantly delinquent in paying dues. The board will aggressively pursue payment from these delinquent accounts. Actual expenses for 2024 were \$21,006.31, exceeding the budget by almost \$4,000. The excess was used to remove downed trees in the park.
- Major expenses included \$5,055 for tree removal and \$400 for electricity and water.
- Website domain costs were higher, and mulch expenses were also significant.
- Despite overages, the net bank account decreased by about \$2,000. Again this was due to the Board's efforts to collect delinquent dues.

### **Prioritizing Fund Usage**

- Funding priorities: replenishing the emergency fund, sponsoring community events, and improving common areas.
- Emphasis on the importance of timely dues payments to support neighborhood maintenance.
- Discussion on the impact of delinquent accounts on neighborhood projects and events.
- Plans to visit delinquent homes to arrange payment schedules.
- Mention the need to build a buffer above the \$5,000 emergency fund before considering new projects like improving common areas.

### **HOA Maintenance and Community Events**

- Grounds improvement included mulch added to the playground twice, the Landscaping contract was reviewed and renewed for 2025, and the damaged soccer net was replaced.
- Tree issues in the park were addressed, with significant tree removal costs.
- The ARC reviewed and approved 19 requests. HOA covenants and guidelines were emailed to all neighbors and is posted on the website.
- Durham passed a bond referendum that added \$200 Million in funds to improve streets, sidewalks, and parks. **WE NEED A NEIGHBORHOOD REPRESENTATIVE VOLUNTEER TO CONNECT WITH THE CITY AND HELP GET OUR ROADS REPAVED.** Fire hydrants were painted, and playground mulch was added twice.
- No soliciting signs were ordered and posted, addressing community concerns.

### **Neighborhood Issues and Resolutions**

- An accident on Ballard Court and ongoing discussions with the city and insurance companies.

- Frontier impacts neighborhood infrastructure, including a water main cut and subsequent repairs.
- Ongoing issues with irrigation system repairs and coordination with ITG and the city.
- Holiday decorations were reimbursed and replaced, enhancing neighborhood aesthetics.
- Community accomplishments include IT support, an Easter egg hunt, a July 4 parade, a neighborhood potluck, a neighborhood picnic, recognition of our High School graduates, and a Holiday lights competition.

### **Community Engagement and Future Plans**

- Community events are critical to the safety of our neighborhood and provide opportunities for social interaction.
- Emphasis on maintaining good communication through newsletters, email blasts, and Facebook updates.
- Plans to hold a mid-year neighborhood meeting in June to improve engagement.

### **Board Elections and New Business**

- The new board slate for the upcoming year was introduced and unanimously accepted by all who attended. Additionally, there were three mail-in votes that unanimously approved the board.
- The importance of board members being active and engaged in community activities was emphasized.
- Plans to paint the front entrance stone at the Dover Ridge entrance to improve neighborhood appearance.
- Final remarks on the importance of community support and feedback for continuous improvement.

### **2025 OFFICERS: AT LARGE BOARD MEMBERS (alphabetically):**

President – Tim Viverette

Tony Amara (ARC committee chair)

Vice President – Jeff Lyons

Keith Daniel

Treasurer – Joe Milko

Maria DiFrancesco

Secretary – Janine Guadagno

Mary Mrdjjenovic

Co-Secretary – Janet Lipman

IT Lead – Eric Greene