

THE VILLAS AT MACINTOSH FARMS CLUSTER ASSOCIATION

ANNUAL MEETING
Thursday, May 13, 2021
MacIntosh Farms @ The Red Barn
6:00 P.M.

AGENDA

1. Call Meeting to Order
2. Proof of Notice of Meeting
3. Approval of Minutes of Previous Annual Meeting
4. Reports of Officers
5. Report of Committees
6. Election of Inspectors of Election
7. Election of Directors
8. Unfinished and/or Old Business
9. New Business
10. Adjournment

THE VILLAS AT MACINTOSH FARMS CLUSTER ASSOCIATION
MINUTES OF THE TWENTIETH ANNUAL MEETING
MARCH 12, 2020

Call to Order: The meeting was called to order by Michael Niemczura, President, at 7:01 p.m. in the MacIntosh Farms Red Barn, Broadview Heights, Ohio. There was a quorum of 14 % (35 out of 252 homes) present either in person or by proxy. The Board of Directors was introduced to the membership.

Proof of Notice: Nancy-Anne Wargo of Reserve Realty Management reported that there was one notice with proxy sent to all owners of record. The notice and proxy, along with the minutes of the previous Annual Meeting was mailed on February 5, 2020.

Approval of Minutes: The minutes of the previous Annual Meeting on March 14, 2019 had been sent to all owners of record with the notice. Nancy-Anne Wargo asked if there were any additions or corrections.

MOTION: John Nixon made a motion, seconded by Mary Ann Kannenberg, to dispense with the reading of the minutes and to approve them as written. **MOTION CARRIED.**

Reports of Officers:

The financial report for the year 2019 was presented by Phil Meyer. The Association took in a little less than was budgeted and spent less than anticipated resulting in a surplus at the end of the year. This marks the first time there has been a surplus in a mulch year. The Operating Account had \$42,599 at the end of February and the Replacement Reserves Accounts stood at \$222,639. He reported that he had personally checked all the bank balances and found everything to be as stated.

Reports of Committees: The Design Review Committee and the Board have the responsibility to maintain property values by ensuring that owners do not make any exterior changes which would detract from the value of their home or a neighbor's. The membership was reminded that all exterior changes require prior written approval.

Gary Winteregg reported that the Landscape Committee reviews requests for changes to landscaping. They also work with the contracted landscaper for the Association.

Sheila Stupka reported on the Welcome Committee. They review the handbook with new owners and offer advice.

Inspectors of the Election: Nancy-Anne Wargo suggested we wait to see if volunteers to serve as Inspectors of the Election to count the ballots will be needed.

Election of Directors: The floor was opened for nominations for two Board members. Members are elected to the Board and not to a particular office. It was explained that owners could nominate themselves. The Board members with expiring terms are: Clare Gilham, who has moved to New Jersey and Deborah Nixon. Deborah Nixon agreed to have her name placed in nomination. The floor was opened for additional nominations. Jennifer Bufe offered to serve. There were no other nominations.

MOTION: Gary Winteregg made a motion, seconded by John Nixon, to close nominations. **MOTION CARRIED.**

MOTION: Mary Ann Kannenberg made a motion, seconded by Phil Meyer, to have the secretary cast a unanimous ballot for Deborah Nixon and Jennifer Bufe to serve three year terms. **MOTION CARRIED.**

Old Business: There was no unfinished business from the previous annual meeting.

New Business: Mary Ann Kannenberg thanked the Board for having the ornamental trees in the foundation beds winter pruned. She said they look much better. She did notice some storage sheds/chests have appeared in the neighborhood.

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Adjournment: There being no further business to come before the Association, John Nixon made a motion, seconded by Gary Winteregg, to adjourn at 7:24p.m.

Respectfully submitted,

Approved for the Board by,

Sheila Stupka, Secretary

Mike Niemczura, President

The Villas at MacIntosh Farms Cluster Association
Annual Meeting Report
May 13, 2021

RECEIPTS	<u>2020 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Maintenance Fees	\$315,459.88	\$317,520.00	\$317,520.00
Late Fees	1,850.00	0.00	0.00
Interest Income - checking	37.74	35.00	35.00
Other Income	1,420.00	0.00	0.00
TOTAL RECEIPTS	\$318,767.62	\$317,555.00	\$317,555.00
DISBURSEMENTS			
MAINTENANCE			
Gutter Cleaning	9,253.44	10,000.00	10,000.00
Window Cleaning	14,070.42	12,500.00	14,155.00
Exterminating	6,901.20	7,000.00	7,500.00
TOTAL MAINTENANCE	\$30,225.06	\$29,500.00	\$31,655.00
SERVICES			
Snow Removal	41,918.04	41,500.00	42,000.00
Lawn Maintenance	124,238.48	126,000.00	126,000.00
Aeration & Lime	0.00	10,000.00	0.00
Shrub Bed Maintenance	4,080.48	7,500.00	20,000.00
Tree Maintenance	12,012.44	12,000.00	5,000.00
Mulch	0.00	0.00	40,000.00
Mailboxes & Streetlights	3,988.04	3,000.00	2,500.00
Drainage	0.00	3,500.00	5,000.00
Common Elements	18,114.54	4,000.00	0.00
TOTAL SERVICES	\$204,352.02	\$207,500.00	\$240,500.00
ADMINISTRATIVE			
Insurance	4,600.00	4,600.00	4,500.00
Legal Fees	3,288.50	2,000.00	2,000.00
Reimbursed Legal Expense	(875.00)	0.00	0.00
Accounting	600.00	55.00	55.00
Management Fees	33,264.00	33,264.00	33,264.00
Property Taxes	62.28	75.00	75.00
Storm Water Fees	905.60	1,500.00	1,500.00
Office Expense	1,992.77	2,000.00	2,000.00
TOTAL ADMINISTRATION	\$43,838.15	\$43,494.00	\$43,394.00
TOTAL DISBURSEMENTS	\$278,415.23	\$280,494.00	\$315,549.00
REPLACEMENT RESERVES	37,061.00	37,061.00	2,006.00
RECEIPTS/DISBURSEMENTS	\$3,291.39	\$0.00	\$0.00

The Villas at MacIntosh Farms Cluster Association
Statement of Receipts and Disbursements
March 31, 2021

RECEIPTS	<u>March</u>	<u>Year to Date</u>	<u>Budget Year to Date</u>	<u>2021 Budget</u>
Maintenance Fees	\$30,889.19	\$89,739.19	\$79,380.00	\$317,520.00
Late Fees	98.00	150.00	0.00	0.00
Interest Income - checking	2.08	7.13	8.75	35.00
Other Income	0.00	0.00	0.00	0.00
TOTAL RECEIPTS	\$30,989.27	\$89,896.32	\$79,388.75	\$317,555.00
DISBURSEMENTS				
MAINTENANCE				
Gutter Cleaning	0.00	0.00	2,500.00	10,000.00
Window Cleaning	0.00	0.00	3,538.75	14,155.00
Exterminating	162.00	162.00	1,875.00	7,500.00
TOTAL MAINTENANCE	\$162.00	\$162.00	\$7,913.75	\$31,655.00
SERVICES				
Snow Removal	10,479.51	31,438.53	10,500.00	42,000.00
Lawn Maintenance	0.00	90.00	31,500.00	126,000.00
Aeration & Lime	0.00	8,840.00	0.00	0.00
Foundation Bed Maintenance	0.00	0.00	5,000.00	20,000.00
Tree Maintenance	0.00	0.00	1,250.00	5,000.00
Mulch	0.00	0.00	10,000.00	40,000.00
Mailboxes & Streetlights	535.00	1,095.00	625.00	2,500.00
Drainage	0.00	0.00	1,250.00	5,000.00
TOTAL SERVICES	\$11,014.51	\$41,463.53	\$60,125.00	\$240,500.00
ADMINISTRATIVE				
Insurance	0.00	0.00	1,125.00	4,500.00
Legal Expense	97.50	97.50	500.00	2,000.00
Reimbursed Legal Expense	(47.90)	(240.90)	0.00	0.00
Accounting	0.00	0.00	13.75	55.00
Management Fees	2,772.00	8,316.00	8,316.00	33,264.00
Property Taxes	0.00	57.98	18.75	75.00
Storm Water Fees	0.00	236.00	375.00	1,500.00
Office Expense	0.00	804.83	500.00	2,000.00
TOTAL ADMINISTRATION	\$2,821.60	\$9,271.41	\$10,848.50	\$43,394.00
TOTAL DISBURSEMENTS	\$13,998.11	\$50,896.94	\$78,887.25	\$315,549.00
REPLACEMENT RESERVES	167.00	503.00	501.50	2,006.00
RECEIPTS/DISBURSEMENTS	\$16,824.16	\$38,496.38	\$0.00	\$0.00

The Villas at MacIntosh Farms Cluster Association
Bank Reconciliation
March 31, 2021

Beginning Balance 12-31-20	\$45,182.73
Receipts/Disbursements	38,496.38
2020 Surplus to Reserves	0.00
Transfer from Reserves	0.00
Drainage	0.00
Operating Account Balance	<u><u>\$83,679.11</u></u>
Alliance Association Bank	

RESERVE FUND ALLOCATION

Unallocated Reserves 12-31-20	\$237,153.12
Contributions	503.00
Withdrawals	0.00
Interest on Reserves	224.59
Total Reserve Funds	<u><u>\$237,880.71</u></u>