

**NOTICE: The following Agendas & Minutes reflect Regular, Special & Electronic meetings of the Board of Directors. Agendas & Minutes from Executive Sessions will not be posted. Also, the Agendas & Minutes will have names of Unit Owners redacted for privacy.**

## **AGENDAS & MINUTES**

# **CY 2020**

**January 1, 2020 thru December 31, 2020**

**TABLE OF CONTENTS  
OF  
BOARD OF DIRECTOR'S AGENDAS & MINUTES**

- ❖ **AGENDA:** Special Board Meeting, January 6, 2020-Page 3
- ❖ **MINUTES:** Special Board Meeting, January 6, 2020-Page 4
- ❖ **AGENDA:** Regular Board Meeting, February 5, 2020-Page 5
- ❖ **MINUTES:** Regular Board Meeting, February 5, 2020-Page 6-8
- ❖ **AGENDA:** Special Board Meeting, February 5, 2020-Page 9
- ❖ **MINUTES:** Special Board Meeting, February 5, 2020-Page 10
- ❖ **AGENDA:** Annual Meeting, September 9, 2020-Page 11
- ❖ **MINUTES:** Annual Meeting, September 9, 2020-Pages 12-13
- ❖ **AGENDA:** Regular Board Meeting, September 9, 2020-Page 14
- ❖ **MINUTES:** Regular Board Meeting, September 9, 2020-Page 15
- ❖ **AGENDA/MINUTES:** Electronic Board Meeting, October 3, 2021-Page 16
- ❖ **AGENDA:** Regular Board Meeting, October 8, 2020-Page 17
- ❖ **MINUTES:** Regular Board Meeting, October 8, 2020-Page 18-19

**GROVES-SPECIAL BOARD OF DIRECTOR'S MEETING:  
1/6/20 @ 6:00 p.m., Clubhouse**

- CALL TO ORDER/QUORUM
- EXTERIOR IMPROVEMENT REQUEST: [REDACTED] (418)
- RE-ORGANIZATION
- RESERVE STUDY
- PASTA DINNER
  - START TIME
  - WEB PRESENTATION TIME
- TV DONATION (Donated Funds)

**GROVES HOA – SPECIAL BOARD OF DIRECTORS MEETING:  
JANUARY 6, 2020**

President Larry Moses called the meeting in the Clubhouse to order at 5:56 P.M. with a quorum present. Those in attendance were Larry Moses, Clyde Crabtree, Larry Bergert, Eric Liew and Tom McFadden. Larry stated that in addition to the regular scheduled Quarterly meetings, any director may call for a special meeting by notifying and getting approval from the President of the Board.

**EXTERIOR IMPROVEMENT REQUEST:**

A request application was received from [REDACTED] in Unit 418 requesting fencing along her sidewalk the same as was recently constructed at Unit 428. Clyde moved and Larry seconded a motion to approve that request on the following conditions:

- 1) The fence is the same as was recently installed at Unit 428 i.e. same style, color, specs, materials, etc.
- 2) The fence is installed by an insured contractor i.e. if the installer is Dennis Hartzler then we already know he is insured. If it is not Dennis, you must get a copy of the contractors Liability & Worker's Comp. Insurance.
- 3) You assume all cost of the fence & installation of the fence.

Following discussion, the motion was approved.

**RE-ORGANIZATION:**

Due to the fact we are unable to get chairpersons for several committees and lack of participation, Clyde is recommending we eliminate all committees except the Nominating Committee and the Social Committee. With the addition of the Groves web page, a lot of information currently distributed will become unnecessary. A discussion followed.

**RESERVE STUDY:**

Following an agreement by all Wetherington HOA's to retain J.R. Johnson Engineering of Middleburg Heights, Ohio that allowed each HOA to obtain a discounted price to update our Reserve study, Larry sent a check to them for \$760.00 to them. As their figures are based on national averages, in conjunction with the potentially much higher and other disasters, costs resulting from the California fires, Larry Bergert agreed to get local estimates for roof replacement (including gutters) to see if those figures are substantially lower than the national average. Even if we are required to use those national averages, we will know that our actual costs for certain renovations could be considerably less.

**PASTA DINNER:**

A Pasta Dinner hosted by the Bergert's is scheduled to take place on 1/26/20 contingent on one thing that will be known tomorrow, 1/7/20. Larry B. will inform Clyde if the event can be held & the start time. Clyde will do a global to announce. If the event happens, then Larry M. will set up a Web-page presentation to coincide with the dinner.

**TV DONATION:**

There was discussion about donating a bigger TV to the Clubhouse; however, at the current time all the big TV's are out of stock. If the donation happens it will be from private funds & not Groves funds.

**ADJOURNEMENT:** The meeting was adjourned at 7:30 p.m.

**The Groves Association Board of Directors' Meeting-Wednesday, February 5, 2020**

**"Pizza With The Board"**

**CALL TO ORDER/QUORUM:** Board of Director's Meeting-6:00pm

**OPENING REMARKS-**Moses

**APPROVAL OF MINUTES-**McFadden

1. Wednesday, November 6, 2019, Regular Board Meeting
2. Monday, January 6, 2020, Special Board Meeting

**TREASURER'S REPORTS-**Crabtree

1. Nov '19, Dec '19 & Year-End 2019
2. Jan 2020

**WETHERINGTON ASSOCIATION REPORT-**Moses

1. **Wetherington:** Annual Meeting & Director's Board Meeting January 30, 2020
2. **Board Activities:** 11/6/19-02/6/20

**NEW BUSINESS-**

1. **Administrative-**
  - a. Reserve Study Update
  - b. "Exterior Improvement" Request (418)
  - c. Groves Web Page
2. **Buildings:**
  - a. Gutters
3. **Drives:**
4. **Finance:**
  - a. Investment Update
  - b. Tax Update
5. **Grounds:**
6. **Social:**
  - a. Pasta Dinner

**Q & A**

**Adjournment**

**Future Meeting Dates:**

**Saturday, May 16, 2020-Breakfast With the Board**

**Wednesday, September 2, 2020-Annual Meeting/Board Meeting**

**Wednesday, November 4, 2020-Soup with the Board**

**BOARD MEMBERS:** Special Board Meeting immediately following adjournment of Reg. Meeting

**THE GROVES**  
**At the Villages of Wetherington Condominium Association, Inc.**  
2452 Barrington Way, Unit 404; Wooster, OH 44691

**Board of Directors Meeting – Wednesday, February 5, 2020**

Following the 5:30 “Pizza with the Board”, the Board of Directors meeting was called to order at 5.59 P.M. by President Larry Moses. Directors present included Larry Moses, President; Clyde Crabtree, Treasurer; Tom McFadden, Secretary; Eric Liew; and Larry Bergert which represented a quorum.

13 residents were in attendance included as follows: [REDACTED], 404; [REDACTED], 408; [REDACTED], 412; [REDACTED], 415; [REDACTED], 420; [REDACTED], 424; [REDACTED], 428; [REDACTED], 435; [REDACTED], 438.

President Larry thanked the Social Committee for serving the pizza, drinks, and dessert and also those that stayed to clean up. Also, for those that supplied the food and drinks

Larry Moses then moved, and Larry Bergert seconded the motion to approve the minutes from the November 6, 2019 Board meeting. This motion carried. Larry Moses also moved, and Eric Liew seconded the motion to approve the Special Board meeting of January 6, 2020. This motion carried.

**Treasurer’s Report:** Clyde indicated that the Association was on budget through the end of 2019. He also explained the January 2020 report. Larry Moses moved, and Tom McFadden seconded a motion to approve the November and December 2019 report and the January 2020 report. The motion carried.

**Wetherington Association Report:** Larry Moses reported that the Wetherington Annual Meeting and Board of Directors Meeting was held on January 30, 2020 in the Clubhouse. He reported that:

- 1) The organ had been discarded.
- 2) Internet has been installed.
- 3) CO2 detectors have been installed for the furnace and the fireplace.
- 4) \$52,900 was invoiced and paid to Sugarcreek Cement Co, for the work on the Clubhouse parking lot.
- 5) The Clubhouse carpet has been cleaned.
- 6) Buckeye Power Washing cleaned the entire exterior of the Clubhouse at a cost of \$958.

Wetherington Board Activities:

- 1) Keyless Entry FOBs arrived and were distributed by each association with one per unit. The Wetherington Board will purchase an additional 75 FOBs to be divided among the associations for additional resident members.
- 2) New shelving/bookcases are to be installed in place of the second coat rack on t wall of the meeting room.

- 3) E [REDACTED] D [REDACTED] resigned as publisher of the monthly calendar of events/activities, J [REDACTED] L [REDACTED] of the Groves has volunteered to take over this job.

### ***Committee Reports:***

#### **Administrative Committee – Clyde Crabtree**

- 1) An application for exterior improvements was approved for a handrail at Unit 418. This has been completed.
- 2) The Groves Web Page is active. See [thegroveswooster.com](http://thegroveswooster.com)
- 3) The Reserve Study update will begin soon. It should be adequate for 4 to 5 years.

#### **Building/Roads/Driveways Committee - Larry Moses**

Gutter cleaning was done on all gutters along the western boundary.

#### **Grounds Committee - C [REDACTED] B [REDACTED]**

##### **Topics of Discussion:**

1. Nev's has been contacted in order to plan for our spring clean up, mulching and shallow edging.
2. Volunteers will be solicited again this year to plant the flower beds at the two entrances and to maintain the beds during the summer.
3. Volunteers will also be needed to help with other grounds projects.
4. A walk – around will be scheduled to look at several future projects.

Respectfully submitted, C [REDACTED] B [REDACTED], The Groves Grounds Committee  
Chair

#### **Tree Committee - Clyde Crabtree**

The River Birch outside unit 407 has been removed.

#### **Finance Committee – Clyde Crabtree**

A CD comes due in March. The plan is to have larger but fewer investments going forward. Taxes are due March 15<sup>th</sup>. Clyde is awaiting more 1099's.

#### **Social Committee: D [REDACTED]**

The pasta feast was held on January 28, 2020. A Breakfast with the Board is scheduled for May 16<sup>th</sup> and the Groves hosting our All Association event in September. The Groves annual meeting is scheduled for September 2<sup>nd</sup> and soup with the board next November, 4<sup>th</sup>. Also, the Groves picnic will be held sometime in late summer. Other activities mentioned will be scheduled on the monthly calendars.

### ***New Business***

It was announced that a filing cabinet for each Association will be installed in the Clubhouse. The Grove's cabinet will handle all of the Grove's historical records. Clyde announced that the new website being developed is hoping to be kicked off in January 2020. Hopefully we can have a preview in conjunction with the 1/20 pasta day.

### ***Adjournment:***

Larry Moses moved and Larry Bergert seconded that the meeting be adjourned.  
The meeting adjourned at 7:PM

**Future Meeting Dates:**

Wednesday, February 5, 2020-Pizza with the Board

Saturday, May 16, 2020-Breakfast with the Board

Wednesday, September 2, 2020-Annual Meeting/Board Meeting

Wednesday, November 4, 2020-Soup with the Board

Tom McFadden, Secretary



**SPECIAL BOARD MEETING-AGENDA 2/5/20**

- I) Quorum/Call to Order
  
- II) Reserve Study Update-Adding Underground Infrastructure
  
- III) Declaration Change-Increasing Debt Limit
  
- IV) Audit/Monitoring Reviews

## **The Groves Special Meeting of the Board of Directors**

**Saturday June 6, 2020 at Outdoor Patio Unit 404**

### **Session 2**

Those in attendance: Larry Moses, President; Clyde Crabtree, Treasurer; Tom McFadden, Secretary; Eric Liew and Larry Bergert

The following were discussed and voted upon in the second session of the meeting starting at 10:45 AM:

- 1) Eric Liew presented the quotes he received from Coon Restoration & Sealants, Inc. to caulk and seal ALL joints in the roads and sidewalks at a total cost of \$107, 850. It was stated that this treatment could extend the life of all concrete by up to 20 years. Larry Bergert is waiting for a quote from Buckeye Sealing but stated that both companies quoting are former customers of his and he feels Buckeye Sealing will come in at a lower cost. Clyde stated that there is nothing in the budget for this in either the Reserve Fund or the Operating Fund at present. It was suggested that some of the sealing work could be done by volunteers. Tom was appointed to find two or three additional people to help with this. Larry Bergert agreed to help. Larry B and Eric agreed to survey and mark up sections of pavement joints for repair. Larry B. will be looking for joint material.
- 2) It was agreed that that T.R. Snyder Construction Co. was the choice to replace some four squares of the concrete roads that require fixing. Eric is going to obtain a revised quote to ask that the concrete around the catch basin be reinforced with rebars. Clyde stated that there is nothing in the budget for this in either the Reserve Fund or the Operating Fund at present. We do have some funds in the Operating Fund due to saving from the mild winter on the cost of snow removal. Tom moved and Larry seconded the motion at approve T.R Snyder Construction for this work.
- 3) It was discussed canceling the annual Groves picnic this year. We will wait until a later date to make a formal decision.
- 4) It was also unanimously agreed the annual meeting consist only of reelection of three directors as required and that we advise unit owners that there is no need to participate unless they wish to nominate someone to serve as a director.
- 5) Eric was appointed by Larry Moses as the person to provide updates and additions to our webmaster as needed.

Tom Moved and Eric seconded the meeting be adjourned. The motion carried and the meeting adjourned at 12:15 PM.

## 2020 ANNUAL MEETING

DATE: 9/9/20 AT 6:00 P.M. (WEATHER PERMITTING)

PLACE: DRIVE & DRIVEWAYS AT 410 & 412

### RESTRICTIONS:

1. ONLY ONE UNIT OWNER PER UNIT
2. MASK ARE REQUIRED TO BE WORN BY EVERYONE
3. EVERYONE MUST BE AT LEAST 6 FEET APART
4. BRING YOUR OWN CHAIR (IF YOU WANT A CHAIR)

### AGENDA

1. CALL TO ORDER/QUORUM (ESTABLISHED BY THE PRESENCE OF ONE UNIT OWNER)
2. APPROVAL OF 2019 ANNUAL MEETING MINUTES
3. ANNOUNCEMENT-PRESIDENT'S REPORT & TREASURER'S REPORTS CAN BE VIEWD ON-LINE IN THE ANNUAL REPORT
4. NOMINATIONS
  - a. PRESENTATION OF SLATE (CRABTREE)
  - b. NOMINATIONS FROM THE 'FLOOR'
  - c. VOTES
    - i. BALLOT IF MORE THAN ONE NOMINEE PER POSITION
    - ii. BY ACCLIMATION IF NO ONE ELSE IS NOMINATED
5. BUSINESS FROM THE FLOOR
6. ANNOUCEMENT-FOLLOW-UP BOARD MEETING & ELECTION OF NEW OFFICERS WILL BE DONE AT A LATER DATE
7. ADJOURNEMENT

### BOARD OF DIRECTORS

- Larry Moses, President ○ Unit: 435 ○ Tele: [REDACTED] ○ Email: [REDACTED] ○ Term: September 2016-Third Quarter 2019
- Eric Pope ○ Unit: 452 ○ Tele: [REDACTED] ○ Email: [REDACTED] ○ Term: September 2018-Third Quarter 2020
- Clyde Crabtree, Treasurer ○ Unit: 404 ○ Tele: [REDACTED] ○ Email: [REDACTED] ○ Term: September 2018-Third Quarter 2021
- Connie Burgess, ○ Unit: 420 ○ Tele: [REDACTED] ○ Email: [REDACTED] ○ Term: September 2017-Third Quarter 2020
- Tom McFadden, Secretary ○ Unit: 438 ○ Tele: [REDACTED] ○ Email: [REDACTED] ○ Term: September 2018-Third Quarter 2021

**'THE GROVES'**  
**At the Villages of Wetherington Condominium Association, Inc.**  
2452 Barrington Way, Unit 404; Wooster, OH 44691

**BOARD OF DIRECTORS present for Annual Meeting:**  
Clyde Crabtree, Treasurer; Connie Burgess; Tom McFadden, Secretary & Eric Pope

**MINUTES-2020 ANNUAL MEETING**  
**September 9, 2020**

**UNIT OWNERS PRESENT:** [REDACTED] (404); [REDACTED] (408); [REDACTED] (412); [REDACTED] (415); [REDACTED] (418); [REDACTED] (424); [REDACTED] (425); [REDACTED] (427); [REDACTED] (429); [REDACTED] (438); [REDACTED] (440); [REDACTED] (442); [REDACTED] (444)

Because of the Covid19 virus the meeting was held outdoors in the drive between units 410 and 412. Masks were required and only one person per unit was asked to attend.

**CALL TO ORDER:** Clyde Crabtree, Treasurer called the meeting to order at 5:03 p.m. Larry Moses, President was excused due to allergy problems.

**QUORUM:** The quorum was established by the presence of Unit Owners at the meeting.

**APPROVE MINUTES:** The Minutes from the 2019 Annual Meeting held on 9/4/19 had previously been sent out electronically before the meeting. P [REDACTED] D [REDACTED] moved that the 2019 Annual Meeting Minutes be approved as submitted. S [REDACTED] B [REDACTED] seconded the motion. There was no discussion. The Minutes were approved as submitted.

**ADMINISTRATIVE COMMITTEE - Election of two Directors:** Clyde Crabtree informed the meeting that two director positions need to be elected with a full 3-year term beginning 9/9/2020 to the annual meeting in September 2023. The Nominating Committee has nominated Eric Liew and Larry Bergert for those positions.

Clyde called for nominations from the floor for either position. There were no nominations from the floor. According to Declarations there has to be a secret ballot cast for the election. Because of the Covid19 requirements, this has been waived for this election only. The voting was held by a show of hands.

Clyde Crabtree moved and B [REDACTED] D [REDACTED] seconded a motion nominating Eric Liew for a term of three years as a director and Larry Bergert for a term of three years. Both individuals were approved by acclamation.

**PRESIDENT'S ANNUAL REPORT:** President Larry Moses has submitted his *2020 Annual Meeting Report* and said it will be added to the Groves website.

**TREASURER'S ANNUAL REPORT:** Clyde Crabtree, Treasurer stated that the Reserve Study completed by J.R. Johnson Engineering, Inc. in Middleburg Heights, Ohio has been completed and received.

**BUSINESS FROM THE COMMITTEE CHAIRS:**  
Committee Chairpersons commented on their respective committee activities this past year. See the *2019 Annual Meeting Report* for more details.

**GROUNDS COMMITTEE –** Clyde Crabtree shared that tree and shrub trimming will take place later this fall by volunteers. Pending a 2021 budget which has not been completed, additional items are not yet decided.

**BUILDING & DRIVES COMMITTEE** – The concrete replacement at the top of the second drive was completed and is very well done. Sealing cracks will take place by volunteers later this fall.

**FINANCE COMMITTEE:** Clyde stated that the April through August Treasurer's report will be sent to the website.

**NEW BUSINESS FROM THE FLOOR:** There was no other business from the floor.

**ADJOURNMENT OF THE ANNUAL MEETING:** Tom McFadden moved that the 2020 Groves annual meeting be adjourned. P [REDACTED] D [REDACTED] seconded the motion. The motion carried and the meeting was adjourned at 5:47 pm.

Respectfully Submitted,

Tom McFadden, Secretary

**AGENDA-BOARD OF DIRECTOR'S  
SEPT. 9, 2020  
FOLLOWING CLOSE OF 2020 ANNUAL MEETING  
LOCATION: OUTSIDE AT UNIT 404**

**CALL TO ORDER/QUORUM**

**ELECTION OF NEW OFFICERS**

**CALL TO ORDER BY NEW PRESIDENT**

**APPROVAL OF MINUTES**

- **JUNE 6, 2020 SPECIAL BOARD MEETING**
- **JUNE 6, 2020 REGULAR BOARD MEETING**

**TREASURER'S REPORT**

**NEW BUSINESS**

- **REQUEST FOR EXTERIOR IMPROVEMENT FROM [REDACTED] 418**
- **RESERVE STUDY-FINAL REPORT**
- **2021 BUDGET UPDATE**
- **OTHER**

**OLD BUSINESS**

**NEXT MEETING**

**ADJOURNMENT**

## The Groves Board of Directors Meeting

### Wednesday September 9, 2020 at Outdoor Patio Unit 404

Those in attendance: Larry Moses, President; Clyde Crabtree, Treasurer; Tom McFadden, Secretary; Eric Liew and Larry Bergert

Larry Moses called the meeting to order at 6:00 pm

The first item on the agenda was the election of officers:

1. President – Larry Bergert moved and Clyde seconded a motion for Larry Moses for President. The motion carried.
2. Secretary – Larry Bergert moved and Clyde seconded a motion for Tom McFadden for Secretary. The motion carried.
3. Treasurer – Larry Bergert moved and Tom seconded a motion for Clyde Crabtree for Treasurer. The motion carried.

**New Business:** An application from [REDACTED] in unit 418 was received requesting replacement of the eyebrow window on the west side of her unit was received.

Clyde Moved and Eric seconded the following motion:

The request is approved subject to the following conditions:

1. The window is the same style & color of the existing window; however, the approval does allow for the window to be tinted; and,
2. The unit owner assumes the liability of the installation of the window; and,
3. The contractor of choice has current Worker's Compensation & Liability Insurance.

Furthermore, in the course of you pursuing this installation, if you choose to do any of your other windows at this time, the approval above would extend to those windows too. (In other words, if you decide to get more than your 'eyebrow' window changed you do not have to file another application if you meet the same terms & conditions that apply to the 'eyebrow' window.

The motion was approved.

**Reserve Report and 2021 Budget:** The final Reserve Report dated 9/3/2020 was received. Discussion was held concerning the 2021 assessments. Larry Bergert moved and Eric seconded a motion that the annual monthly assessments for the patio models be set at \$188.00 per month for the patio models. Following more discussion, the motion carried. A slight adjustment to the 2021 operating budget will be made to reflect that motion. It was also agreed that the Reserve Study should be updated every three years to prevent large swings in the costs involved. Clyde will follow up on this for final approval.

Clyde also moved and Eric seconded that the Investment policy moving forward be changed to state 100% of investments shall be FDIC insured. The motion carried.

Clyde then submitted a Capital budget for 2021. After some discussion Tom Moved and Bergert seconded a motion that the Capital Budget for 2021 be approved as submitted. The motion carried.

Tom Moved and Eric seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 7:08 pm.

Tom McFadden, Secretary

***The Groves, At The Villages of Wetherington Condominium Association,  
Inc.***

2452 Barrington Way, Unit 404; Wooster, OH 44691

**Directors: Larry Moses, President; Tom McFadden, Secretary; Clyde  
Crabtree, Treasurer; Eric Liew; Larry Bergert**

Electronic BOARD OF DIRECTORS'S MEETING- 10/3/2020

Clyde moved and Larry B. seconded a motion to approve S [REDACTED] H [REDACTED] application to take out the steps at Unit 414 to replace them with a ramp/walk as follows:

- 1) The Unit Owner & contractor assumes all liability for the construction;
- 2) The contractor has current Worker's Compensation & Liability Insurance; and,
- 3) The replacement ramp/walk is the same width as the steps being removed.

The motion was approved.



# BOARD OF DIRECTORS MEETING

## AGENDA

Date: 10/8/20

Time: 4:00 p.m.

Place: Patio @ Unit 404

Call to Order/Quorum-Moses

Approval of Minutes-McFadden

- Board Meeting-9/9/20
- Electronic Meeting-10/3/20

Treasurer's Report-Crabtree

Grounds Report-Crabtree

- Shrubs & Trees
- Landscaping Stones
- Fall Clean-up
- Parking of Equipment for Winter

Drives Report-Liew & Bergert

- 2021 Capital Repairs
- Test Caulking

Building Report-Moses

- Roof Maxx

Other Old Business

Other New Business

Next Meeting

Adjournment

***The Groves, At The Villages of Wetherington Condominium Association, Inc.***  
**2452 Barrington Way, Unit 404; Wooster, OH 44691**

Directors: Larry Moses, President; Tom McFadden, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

**MINUTES**-The Groves Board of Director's October 8, 2020 Regular Board Meeting

**Call to Order/Quorum**-President Larry Moses called the meeting to order at 4:03 p.m. outside on the patio at Unit 404. Three Directors were present to start the meeting, President Larry Moses, Treasurer Clyde Crabtree & Director Eric Liew. Secretary Tom McFadden joined the meeting later.

**APPROVAL OF MINUTES**-The Minutes from the 9/9/2020 regular Board meeting was distributed earlier via email prior to the meeting. Liew moved that the Minutes be approved as submitted. Moses seconded the motion. The motion passed.

The Minutes from the 10/3/2020 Electronic Meeting of the Board was distributed via email prior to the meeting. Liew moved that the Minutes be approved as submitted. Moses seconded the motion. There was no discussion. The motion passed.

**TREASURER'S REPORT**-Treasurer's reports for September and October 2020 were distributed via email prior to the meeting. Crabtree presented the highlights of the reports. Moses moved that the reports be accepted as presented. Liew seconded the motion. There was no discussion. The motion passed.

**GROUNDS REPORT**-Crabtree presented reports on the work Nev's completed on shrub removal & replacement, on the landscaping stones project, on 'fall cleanup' and on parking a piece of snow removal equipment on Association property. Crabtree also reported on the tree & shrub-trimming job done by several volunteers. The Board expressed appreciation to all the volunteers who helped.

**DRIVES REPORT**-Liew reported that the test sample for caulking some of the drives would take place in the spring of 2021. Liew also reported that there are planned Capital repairs that will take place on selected sections of drives & drains planned for 2021.

**BUILDING REPORT**-Liew was given a brochure from Roof Maxx to review. The Greens recently used a liquid application of soy-based material on the roofs of all of their buildings to help extend the lifetime of their roof shingles. The Board is studying this option to see if it would be viable for the Groves.

**OTHER NEW BUSINESS**-Crabtree updated the Board on the current valuations by our property insurance carrier. The Board has raised the question of whether current valuations might be somewhat high and out of line for several buildings. The insurance agency is conducting a review of valuations.

Unit 422 has some windows that need replaced due to the vacuum seal being broken. Liew moved to approve the replacement of the windows contingent that the new windows are the same color & design as the current windows & that the installer has current Worker's Compensation & Liability insurance. Moses seconded the motion. There was no discussion. The motion passed.

Crabtree reported that there appeared to be some damage to a downspout at Unit 406. Liew will take a look at it and report back to Moses to see if it needs repaired.

**NEXT MEETING**-This meeting, the first meeting in the first quarter of the Association's Annual Year, meets the minimum requirement for Board meetings this calendar year. Due to Covid-19, the Board is currently not planning any more meetings in the calendar year. The next meeting will be scheduled at a later date based on the Board's ability to hold an open-air meeting sometime between January 1, 2021 and March 31, 2021.

**ADJOURNEMENT**-McFadden moved that the meeting be adjourned. Liew seconded the Motion. There was no discussion. The motion passed and the meeting was adjourned at 5:30 p.m.

Respectively submitted by Clyde Crabtree, Acting Secretary for the Meeting