

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

AGENDAS & MINUTES

CY 2021

January 1, 2021 thru December 31, 2021

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BOARD OF DIRECTORS MEETING-AGENDA

Date: March 10, 2021

Time: 4:00 p.m.

Place: Driveway at 435

Call to Order/Quorum-Moses

Approval of Minutes-McFadden

- Board Meeting-10/8/20

Treasurer's Reports-Crabtree

- End of CY 2020 Report
- CY 2020 Tax Report
- First quarter of CY 2021 Report

Grounds & Snow Maintenance Report-Crabtree

- Snow Maintenance Summary
- Spring Plans
- Tree Maintenance Plans

Drives Report-Liew & Bergert

- Driveway seam & sink hole at Unit 435
- 2021 Capital Repairs
- Test Caulking

Building Report-Moses

- Damage & Repair at 419
- Pressure Washing Plans
- Gutter Cleaning Plans

Other Old Business

Other New Business

Next Meeting: TBA

Adjournment

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

Second Quarter Meeting March 10, 2021 @ 435 Condo

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

Call To Order: Quorum Established- President Larry Moses called the meeting to order at 4:00 PM.

Approval of Minutes- McFadden

McFadden called for a motion to accept the minutes of 10/8/2020. Crabtree moved for acceptance and Liew seconded the motion. The motion passed.

Treasurer's Report – Crabtree

SUMMARY OF TREASURER'S REPORTS-3/10/2021

CY 2020 YEAR-END REPORT: The Association finished within its budget for the year. The big area in the budget was only spending \$6689 out of the \$12,800 budget for drives. The reason: a mild 2019/2020 winter.

CY 2020 TAX REPORT: The taxes were dropped off the first week of March to Data View Tax Services. The delay came from not getting a hard copy tax summary for our Huntington investments that still has not come. A hard copy was secured at the local Huntington Bank and immediately taken to the tax service. The deadline for filing condo taxes is March 15 of each year. To avoid a late penalty, our tax service prepared an extension request to the IRS. That request along with a \$200 check to the U. S. Treasurer was mailed the first week of March. The final filing has not yet been completed.

JAN-FEB 2021 TREASURER'S REPORT: Unlike CY 2020 the snow/ice removal bills are running high. So far, the 2020-2021 winter snow/ice bills are as follows: \$2700 for January that reflects services done in Dec. 2020 and \$2077 for February that reflects services done in Jan. 2021. It is anticipated the March invoice for Feb. services will be around \$3000. The budget information to keep an eye on is that the Drives/Walks Line Item was reduced from \$12,800 in CY 2020 to \$10,000 in CY 2021. The main reason for this reduction was part of the effort to try to keep monthly assessment increases down to a minimum. This is also the Line Item that regular drive maintenance such as concrete leveling comes out of. There is nothing more of note for the budget i.e. everything else is coming in as budgeted including no late or delinquent assessments.

Groves-Snow Removal & Grounds Report-Crabtree

The invoice for Feb. snow removal was mailed today. It is going to be between \$3,000 and \$4,000.

Weather permitting Nev's will mulch & do spring cleanup in April. We will be getting the same type of mulch. Nev's will probably do a little top off on some of our areas of rocks.

- I'll put together a punch list of jobs & areas for him
- There are also a few areas of snowplow damage that Nev's will need to address

Larry B. did a walk-around to look at our trees. The main reason was to look at places where our tree trimmer might need to come in. It appears the only trees right now that we might have to get professional help on are two pin oaks on the west side of the fence behind Unit 442. This is more of a leaf maintenance issue than anything else. I need to see how our other bills are going to see if we do any professional trimming

Drives Report – Liew & Bergert

Permanent repairs are needed to the seam and sinkhole at unit 435.

Capital Repairs for 2021 include:

The catch basins at 437 and 441.

Up to eight sections of replacement pavement at the drive between units 430, 437 and 438.

Replacement of the broken curb at unit 433.

Eric stated that Snyder Construction has been contacted and will come next week to give a quote on each of the Capital repairs separately and a quote for all of them together. A discussion continued regarding the Capital Improvement budget. The recent Reserve Study indicated a 2027 budget for drives at over \$80,000. It was discussed that to save in the long run we might allocate \$11,000 a year for the next seven years instead of lumping it all in 2027. This would enable us to fix/replace items before further deuteriation and also provide Snyder Construction an incentive to offer a good deal on the costs involved if they knew they would have work each year for the next seven years. Eric moved that the Capital Repairs as stated above be approved for CY2021. Larry Bergert seconded the motion. The motion was approved.

Building Report – Moses

Damage and Repair at unit 419 was completed when the owner slid on ice and ran into the building while entering the garage. Since the garage door was not damaged the Association paid for the repairs which will cost around \$50.

Pressured washing plans are for 421, 422, 423, 424, 433, 434, 435,436, 437, 438, 439, 440, 441, 442, 443 and 444. It also includes both sides of

the fence along the western boundary. Buckeye power washing is asking unit owners to remove their screens from all windows until the sealing process is completed. Gutter cleaning plans will depend on when all leaves and pollen have fallen.

Wetherington Board Report – Moses

- New Keyless Entry System installed
- New Book shelf was built Meeting Room to replace the stand-alone shelving located in the Activity Room
- Installed fire system
- Replaced wall carpeting around shuffleboard court and exercise room
- Installed ultraviolet filtration system both furnaces-filter viruses/bacteria
- Reserve Study updated 2020
- Raised donation fee from \$75 to \$100
- Painted the Activity Room
- The Groves (Private Monies) donated 70” TV installed wall of the Meeting Room

OLD BUSINESS – none

New Business

Wait until later to schedule the third quarter Board of Directors meeting. Larry Moses circulated a nonbinding resolution to the Wetherington Board stating our Association’s opposition to speed bumps on Barrington Way before the second drive into the Groves, Crabtree moved, and Liew seconded a motion to approve the resolution as written. The motion was approved, and the resolution was signed by all Groves Board members.

Adjournment

Larry Bergert moved for adjournment at 5:21 PM, and Eric seconded the motion. The motion carried.

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

Electronic Meeting of March 15, 2021

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

Clyde moved to accept T. R. Snyder Construction, Inc. quote as presented that includes all four of the identified areas for concrete repair and replacement, but not to include the to be quoted speed bump, if the project can be completed in warm weather in CY 2021.

Larry Bergert seconded the motion. The motion carried.

No other business was addressed.

To 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

AGENDA-ELECTRONIC BOARD OF DIRECTOR'S MEETING-3/22/2021

The Board will meet to consider [REDACTED] (427) Application for Exterior Improvement to add a Larson, white framed storm door with brushed nickel hardware to be installed by Lowe's.

MINUTES-SPECIAL BOARD OF DIRECTOR'S MEETING-3/22/2021

BOARD MEMBERS PRESENT ELECTONICALLY: Larry Moses, President; Tom McFadden, Secretary; Clyde Crabtree, Treasurer; Eric Liew & Larry Bergert.

BOARD MEMBERS ABSENT: None

CALL TO ORDER/QUORUM: Clyde Crabtree, Treasurer initiated the electronic email chain with all Board members responding

APPLICATION FOR EXTERIOR IMPROVEMENT: An 'Application for Exterior Improvement' form was submitted by [REDACTED] (427) have a Larson, white framed storm door with brushed nickel hardware installed on her Unit by Lowe's Home Improvement Store

MOTION: Crabtree moved that the request as submitted be approved with the owner assuming all costs & liability of the purchase & installation of the storm door. Moses seconded the motion. All Board members voted electronically to approve the Motion.

ADJOURNMENT: The meeting was called to adjournment on the 5th and final email.

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

AGENDA-SPECIAL BOARD OF DIRECTOR'S MEETING-4/20/2021

The Board will meet to consider two items as follows:

- 1) Application by [REDACTED] (402) to paint her unit's front door & front door panel a color other than one of the three approved colors; and,
- 2) Whether to buy new front porch &/or garage light fixtures for all 52 units or just one at a time

MINUTES-SPECIAL BOARD OF DIRECTOR'S MEETING-4/20/2021

BOARD MEMBERS PRESENT: Larry Moses, President; Clyde Crabtree, Treasurer; Eric Liew & Larry Bergert.

BOARD MEMBERS ABSENT: Tom McFadden, Secretary was excused

CALL TO ORDER/QUORUM: Larry Moses, President, called the meeting to order at 5:30 p.m. on 4/20/2021. There was a quorum for the meeting at Unit 404.

APPOINTMENT OF ACTING SECRETARY: Moses appointed Crabtree as acting Secretary for this meeting in the absence of McFadden

APPLICATION FOR EXTERIOR IMPROVEMENT: An 'Application for Exterior Improvement' form was submitted by [REDACTED] (402) to paint the front door and front door panel. The form was dated 9/21/2020 although it was not received in the Association's mailbox until 4/9/2021. The color of choice was "Cardboard" by Sherwin Williams (SW 6124). This is not one of the 3 approved colors. Current rules allow for a fourth approved color. If the request were approved, then it would become the 4th approved color.

MOTION: Moses moved that the request to paint the front door at Unit 402 the color "Cardboard" be approved as submitted with the unit owner assuming all costs & liability of the painting. Bergert seconded the motion. The motion was approved.

Since this is now the 4th & final color choice for front doors & front door panels, the Rules will be updated on the Association's website.

OUT-DOOR FRONT DOOR & GARAGE LIGHT FIXTURES: Currently there is one front door light fixture that is not working. The Association hired a contractor who could not fix the short in it. There is at least one additional light fixture that periodically is tripping a breaker. And, there are at least 2 unit owners who have changed out the light fixtures outside their units. (Note: Both of those change outs were prior to the Board adopting its 'Application for Exterior Improvement Form'.) There are many of the light fixtures that are flaking & weathered. The question is does the Association want to have all of these 73 light fixtures the same or have multiple styles? (Note: The outdoor canned lights are not being considered, just the larger light fixtures.)

MOTION: Liew moved that the Association purchase & have installed 73 new front porch and/or garage light fixtures so that all the light fixtures are the same. Bergert seconded the motion. The motion was approved.

ADJOURNMENT: The meeting was called to adjournment at 5:50 p.m.

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

SPECIAL BOARD OF DIRECTOR'S MEETING-4/26/2021

AGENDA:

NEW BUSINESS-To consider [REDACTED] Application for Exterior Improvement request to install a new storm door.

PRESENT-Larry Moses, President; Clyde Crabtree, Treasurer; & Larry Bergert

EXCUSED ABSENCE-Tom McFadden, Secretary; Eric Liew

MINUTES:

CALL TO ORDER/QUORUM-President Moses called the meeting to order at 2:45 p.m. at Unit 435. There was a quorum.

NEW BUSINESS-[REDACTED] (445) dropped off an Application for Exterior Improvement form on 4/24/2021 requesting permission to install a storm door on their front entrance. Larson is the manufacturer. The item # at Lowes is 44884 & the model # is 36016032. The installer would be Dennis Hartzler. The color is white.

MOTION-Clyde Crabtree made a motion to approve the installation of the door as specified. Larry Bergert seconded the motion. The motion passed.

ADJOURNMENT-The meeting was adjourned at 3:00 p.m.

Submitted by Clyde Crabtree, Acting Secretary 4/26/2021

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

AGENDA-BOARD OF DIRECTOR'S MEETING 5/4/2021
(Time 5:30 p.m.; Location Unit 404)

CALL TO ORDER/QUORUM: Larry Moses, President

APPOINTMENT OF ACTING SECRETARY: Moses

1. With the excused absence of McFadden, Moses appointed Crabtree to take Minutes

MINUTES: Moses

1. Regular Board Meeting (3/10/2021)
2. Electronic Board Meeting (3/15/2021)
3. Electronic Board Meeting (3/22/2021)
4. Special Board Meeting (4/20/2021)
5. Special Board Meeting 4/26/2021

TREASURER'S REPORT: Crabtree

OLD BUSINESS:

1. Concrete Drive Work-Liew
2. Outdoor Light Fixtures-Bergert
 - a. Fund Raising Letter-Crabtree

NEW BUSINESS:

1. Review of draft Rules-Crabtree
2. Review of webpage format-Crabtree
3. Outdoor informal meeting w/Unit Owners

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
BOARD OF DIRECTOR'S MEETING-5/4/2021

BOARD MEMMBERS PRESENT: Larry Moses (435), President; Clyde Crabtree (404), Treasurer; Eric Liew (408), Director; Larry Bergert (424), Director

BOARD MEMBERS ABSENT, Excused: Tom McFadden, Secretary

CALL TO ORDER/QUORUM: Moses called the meeting to order at 5:30 p.m. at Unit 404. A quorum was declared.

APPOINTMENT OF ACTING SECRETARY FOR THE MEETING: Moses appointed Clyde Crabtree to serve as Acting Secretary in the absence of Secretary McFadden.

MINUTES: The Minutes from 3/10/2021 (Regular Board Meeting); 3/15/2021 (Electronic Board Meeting); 3/22/201 (Electronic Board Meeting); 4/20/201 (Special Board Meeting); & 426/2021 (Special Board Meeting) were previously submitted for review to the Board.

MOTION: Bergert moved that all five sets of Minutes be approved as submitted. Liew seconded the motion. There was no discussion. The motion was approved.

TREASURER'S REPORT: Crabtree previously submitted monthly Treasurer's Reports for March & April 2021 for review. Crabtree reported that there were no late or delinquent assessments for these two months. Nev's has not submitted an invoice yet for April's work. The Association remains on budget.

MOTION: Liew moved to accept the Treasurer's Report. Bergert seconded the motion. There was no discussion. The motion was approved.

OLD BUSINESS:

CONCRETE WORK: Liew reported that Snyder's Construction is still scheduled to do the concrete work on the drives on Monday, May 24th. Snyder's is to call to let us know which sections are to be worked on first. Residents will need to be notified about trash pick-up & parking.

LIGHT FIXTURES: Bergert reported that the first light fixture from Wolfe Brothers was too big. It did not fit on the light plates and it would have partially covered the Unit numbers on the Heritage models. In consultation with an electrician it was determined that the same style but in the smaller size would work with the garage

lights being slightly larger than the patio lights. Bergert ordered 73 light fixtures from Wolfe Brothers in Wooster with a deposit of \$2,461.54 being put down for the lights. It will take 2-3 weeks before the fixtures arrive at Wolfe Brothers. The supplier will call to arrange delivery.

LIGHT FIXTURES FUND RAISING: Crabtree presented a draft fundraising letter to review/approve with the intent of asking Unit Owners to help voluntarily fund the expense of the new light fixtures via donations.

MOTION: Moses moved to approve the fund raising letter as presented and to mail the letter to all Unit Owners. Bergert seconded the motion. There was no discussion. The motion was approved.

NEW BUSINESS:

REVIEW OF DRAFT RULES: Crabtree previously sent out a draft of updated rules with an updated website format for the rules. If adopted these rules would obsolete all previous rules and the newly adopted rules would be posted on the website. Most of the proposed changes are about format & not substance. However, some rules have new language & there is one new proposed rule on outdoor storage containers.

MOTION: Bergert moved to rescind all previous Board rules & to replace those rules with the new rules. Liew seconded the motion. There was no discussion. The motion was approved.

WEBPAGE FORMAT: Crabtree went over changes to the Association's webpage format. Some of the changes will happen now & some of the changes will happen in the coming weeks.

OUTDOOR INFORMAL MEETING WITH UNIT OWNERS: It was suggested that sometime in June that there be an informal, outdoor & socially distanced meeting with the Unit Owners to update them on Association business. It was agreed to proceed with planning for such a meeting.

NEXT MEETING: The next meeting for the Board will be determined at a later time.

ADJOURNMENT: With no further business, Moses called the meeting to adjournment at 6:33 p.m.

Respectfully Submitted,

Clyde E. Crabtree, Treasurer & Acting Sec. for the Meeting

**THE GROVES HOA ANNUAL MEETING SEPTEMBER 1, 2021
VILLAGES OF WETHERINGTON CLUBHOUSE
9/1/2021 at 6:00 pm**

AGENDA-2021 ANNUAL MEETING

Resident Sign In & Pizza: 5:30 pm

Quorum Declared: Based On The Residents In Attendance

Call To Order By L. Moses, Facilitator: 6:00 pm

Agenda: Presented By L. Moses, Facilitator

Minutes of 2020 Annual Meeting: T. McFadden, Facilitator

Election Of Two (2) Director Positions to Three-Year Terms: Moses, Facilitator

- **L. Moses Chairman of The Nomination Committee, Presents A Slate Of Nominees-Clyde Crabtree and Suzanne Bates**
- **Call For Nominations From The Floor**
 1. **Person(s) Nominated**
 2. **Ballots With A List Of All Candidates Distributed-Voting By The Residents (1) Vote Per Condo**
 3. **Ballot Counting-Results To Be Announced Upon Completion of the Count**
 - **No Nominations From The Floor: The Facilitator Will Call For A Motion /Second From The Floor To Seat C. Crabtree and S. Bates As Directors For Terms Of Three (3) Years By Acclamation**

The Groves Annual Report Highlights: C. Crabtree & L. Moses Facilitators

Owners Business From The Floor: Any Unit Owner

Adjournment of Annual Meeting (Short Break Between Meetings)

Other Business After the Close of the Annual Meeting:

1. **Executive Session: New Board's Election Of Officers For 2021/2022**
2. **Regular Meeting: Board Of Director's immediately following Exec. Session**

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

MINUTES

Executive Board of Directors Meeting, September 1, 2021 at The Clubhouse

Board Members Present: Larry Moses (435); Suzanne Bates (442); Clyde Crabtree (404), Eric Liew (407) & Larry Bergert (424)

ELECTION OF NEW OFFICERS-The Board met immediately following the close of the 2021 Annual Meeting to elect new officers.

PRESIDENT-Bergert moved that Moses be elected as President. Liew seconded the motion. There was no discussion. The motion passed.

SECRETARY-Crabtree moved that Bates be elected Secretary. Bergert seconded the motion. There was no discussion. The motion passed.

TREASURER-Bates moved that Crabtree be elected Treasurer. Liew seconded the motion. There was no discussion. The motion passed.

ADJOURNMENT-The meeting was called to adjournment by Moses right before the start of the regular scheduled Board Meeting.

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

AGENDA-BOARD OF DIRECTOR'S MEETING 9/1/2021
TIME-Following the Close of the Annual Meeting

CALL TO ORDER/QUORUM

PRESIDENTS REMARKS

1. Announcement of 2021/2022 Board Officers
2. Acknowledgement of Tom McFadden

MINUTES-May 4, 2021-Moses

TREASURER'S REPORT

1. Report for May-August 2021

WETHERINGTON REPORT-Moses

OLD BUSINESS

1. DRIVES
 - a. Concrete Project-Liew
2. GROUNDS
 - a. Planting Beds-Crabtree
3. BUILDINGS
 - a. Light Fixtures-Crabtree
 - b. Pressure Washing-Moses
 - c. Gutter Cleaning-Moses
 - d. Roof Repairs-Moses
 - e. Drain Repair-Moses
4. SOCIAL
 - a. 'Ketchup with the Board'-Moses
 - b. Pancake Breakfast-Moses

NEW BUSINESS

1. FINANCE
 - a. Investment Policy Statement-Crabtree
 - b. Plans for 2022 Budgets-Crabtree
2. DRIVES
 - a. Inspection of Drives, Driveways & Sidewalks-Liew & Bergert
 - b. Plans for 2022 Paving Project-Liew & Crabtree
3. GROUNDS
 - a. Fall Cleanup-Crabtree
 - b. Tree Trimming-Crabtree
 - c. Plans for Rocks & Mulch-Crabtree
 - d. Planning for New Landscape Project (Second Entrance)-Crabtree

4. BUILDINGS

- a. **Fall Gutter Cleaning-Moses**
- b. **Gas Pipe Painting-Moses**
- c. **Plans for 2022 Power Washing-Moses**
- d. **Garage Framing Repair-Bergert**
- e. **Stone Facade Mortar Joints Inspection-Liew**
- f. **Plans for 2022 Stone Façade Mortor Repairs-Moses**

5. SOCIAL

- a. **Schedule of Planned Activities-Moses**
- b. **Suggestions of Other Activities-Moses**

6. ADJOURNMENT:

**NEXT SCHEDULED BOARD OF DIRECTOR'S MEETING-Wednesday, November 3,
2021, Clubhouse @ 6:00 pm**

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

MINUTES

Board of Directors Meeting, September 1, 2021 at The Clubhouse

Board Members Present: Larry Moses (435), President; Suzanne Bates (442), Secretary; Clyde Crabtree (404), Treasurer, Eric Liew (407) & Larry Bergert (424)

Guests in Attendance: [REDACTED] (412); [REDACTED] (412); [REDACTED] (415); (425); [REDACTED] (427); [REDACTED] (430); [REDACTED] (430); [REDACTED] (440); [REDACTED] (447); [REDACTED] (444)

CALL TO ORDER/QUORUM: Having a quorum, the meeting was called to order by President Moses at 7:10 p.m. following the close of the Annual Meeting.

PRESIDENTS REMARKS: Moses announced the new Officers were Larry Moses, President, Suzanne Bates, Secretary & Clyde Crabtree, and Treasurer. Moses thanked past Director/Secretary Tom McFadden for his service. McFadden was not able to be at this meeting.

MINUTES-Moses stated that the Minutes from the May 4, 2021 Board meeting had been distributed to all members of the Board via email for review. Bergert moved that the Minutes from May 4, 2021 be approved as submitted Liew seconded the motion. There was no discussion. The motion was approved.

TREASURER'S REPORT: Crabtree reported that monthly reports for May, June, July, & August 2021 were sent out via email prior to the meeting to Board Members & Unit Owners. Crabtree reported that there were 3 late assessment payments during this period all from one Unit Owner. There were no delinquent payments. Crabtree reported that the Association is currently on budget. There were major expenditures for mulch & pressure washing out of the Operating Budget during this period. And, there were also major expenditures for light fixtures & concrete drive, drain replacement out of the Capital Budget (Reserves) during this period.

WETHERINGTON REPORT; Moses reported that the new Clubhouse reservation form is now available & that D. Weiss has made the first reservation for the re-opened Clubhouse. Moses also indicated that there is an anonymous person who has volunteered to do the Wetherington Clubhouse Calendar. Reservation requests for a calendar date from Groves Unit Owners will now go to Moses who will send the request to M. Render, President of Wetherington who, in turn, will have his anonymous volunteer complete the calendar. Moses indicated he was not provided with the name of the new volunteer.

OLD BUSINESS:

5. **DRIVE:** Liew reported that the capital replacement project was completed to satisfaction by Snyder Construction & that the Board would be planning its 2022 projects in the future.
6. **GROUNDS:** Crabtree reported that the planting beds had been sprayed with weed killer. The problem right now is that grass is growing in the beds. Nev's will work on addressing the issue.

7. BUILDINGS: Crabtree reported that Hann Electric has installed 71 new light fixtures. The old fixtures were donated mostly between an individual & local Habitat for Humanity. Moses reported that the 4 western boundary buildings & the fence had been power washed & sealed plus the fence June 22-24. Moses reported that D. Hartzler completed the spring cleanup of the gutters. Moses reported that 3 condo roofs (411-427-435) were repaired. The roof shingles were blown off in winds & were reattached by D. Hartzler. And, Moses reported that drains were repaired at Units 410 & 450.
8. SOCIAL: Moses reported that 25 Unit Owners attended the 'Ketchup with the Board' dinner held outside of Unit 412 in June. And, Moses reported that 38 Unit Owners, family & guests attended a Pancake Breakfast hosted by [REDACTED] & [REDACTED]. Moses gave special thanks to the Social Committee for helping with this event.

NEW BUSINESS:

1. FINANCE: Crabtree made a recommendation that the new IPS remain the same as the current IPS meaning that the Association only make investments in FDIC or equivalent insured products. Bergert moved to adopt the new IPS as recommended by Crabtree. Bates seconded the Motion. There was no discussion. The motion passed. Crabtree stated that the 2022 Budgets were being worked on & that there were increases in expenditures that would effect the Budgets such as rising insurance costs, rising funding levels for Reserves & rising assessment rates from the Wetherington Association. Crabtree will be holding a budget work session in the near future & any interested Unit Owner is welcomed & encouraged to participate. The date/time/place of the work session will be email out. The plan is to have the budgets ready for Board action at the Nov. 2021 Board meeting.
2. DRIVES
 - a. Moses asked Liew & Bergert to do an assessment on the drives, driveways & walks to see what might be in need of repairs or replacement
 - b. Crabtree reported that the Board is hoping to continue replacing drives in 2022 & that Crabtree & Liew will be making recommendations to the Board as to the next project. This funding is coming out of the Capital Budget based on the guidance from the Reserve Study.
7. GROUNDS
 - a. Crabtree reported that there would be a fall clean up. He will be in touch with Nev's as we get deeper into the fall.
 - b. Crabtree will meet with [REDACTED] & Bergert about if & when there is a volunteer tree-trimming event this year. He has asked Nev's about bringing in a dumpster for the tree clippings.
 - c. Crabtree reported that he met with Nev's & gave the go ahead to put rocks in two new places. One area is on the north side of the drive across from Units 441 & 442. And, the other area is around the crabapple on the south side of 420. And, Crabtree reported the preliminary plans for mulching next year is to do a light topping of mulch around most Units, but that there would be no mulch put in on the south side of the southern Units or the north side of our northern Units. In addition there would be no mulch in the 3 southern planting beds. Crabtree will meet bring this up in the Budget meetings to see if this is the best approach.
 - d. Crabtree reported that there has been discussion about how a different landscaping scheme might help lesson the impact of increased traffic &

increased buildings that is taking place with the new Woods Association. The outstanding questions would be 1) would different landscaping in the area across the drives of Units 425 & 427 be a good change for the Groves &, if so, how much would it cost? In addition to the Woods development, the other reason for considering a landscaping change is not only the limited lifetime of the pear trees but also the new status of the pear trees as a noxious specimen.

8. BUILDINGS

- a. Moses reported that the fall gutter cleaning will be scheduled after trees have discharged majority of their leaves
- b. Moses reported that the gas lines coming into the Units are scheduled to be painted sometime around October 2021
- c. Moses reported that are plans for 2022 Power Washing & Sealing of Units 417-418-419-420; 429-430-431-432; & 445-446-447-448 sometime in June 2022
- d. Bergert has volunteered to do garage doorframe repair work at Unit 444. There was also indication that there was need for garage doorframe repairs at Unit 440
- e. Moses assigned Liew the task of looking at the mortar joints on the stone façade to take inventory if any repairs need to be completed

9. SOCIAL

- a. Moses reported that the Social Committee has plans for a Fall Picnic. The Annual Groves Picnic will take place on 9/11 in front of Unit 422. There is 'Pasta Sunday' event to be hosted by [REDACTED] and [REDACTED] scheduled for 10/17/2021 at the Clubhouse. And, there hopefully will be a speaker from the Wooster Historical Society coming in November. Moses reported plans for leftover holiday cookies activity in December.
- b. Moses is looking for other suggestions for social activities for January-May 2022

ADJOURNMENT: Moses asked if there was any other business. Hearing none Moses asked for a motion to adjourn the meeting. Liew made the motion to adjourn. Bergert seconded the motion. There was no discussion. The motion passes & the meeting adjourned at 7:55 p.m.

NEXT SCHEDULED BOARD OF DIRECTOR'S MEETING-Wednesday, November 3, 2021, Clubhouse @ 6:00 pm

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

SPECIAL BOARD OF DIRECTOR'S MEETING

On 9/3/2021 at 9:30 a.m.

At 2452 Barrington Way #404, Wooster, Ohio

BOARD MEMBERS PRESENT: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer & Eric Liew

BOARD MEMBERS EXCUSED: Larry Bergert

QUORUM & CALL TO ORDER: Moses determined that there was a quorum & called the meeting to order at 9:30 a.m. Moses turned the meeting over to Crabtree to address the subject.

TREE REMOVAL, TREE CLEAN-UP & STUMP GRINDING: Crabtree previously sent out information about having a large river birch tree cut down that is on the hillside south of Unit 411. Crabtree had met with Nev's has to how best to landscape this area due to problems of a steep hillside. Nev's most cost effective solution was to have the river birch tree removed & to replace with evergreen trees.

Moses moved to hire Son Shine Tree Service to cut down the tree, to haul away all debris from the tree & to grind the tree stump at the quoted price of \$1400.00. Bates seconded the motion. There was no discussion. The motion passed.

ADJOURNMENT: Moses called the meeting adjourned at 9:40 a.m.

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

**GROVES: SPECIAL MEETING OF BOARD OF DIRECTORS
September 25, 2021 at the Clubhouse**

AGENDA

Application for Exterior Improvement request for replacement windows at Unit 442

MINUTES

Board Members Present: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; and Eric Liew

Board Members Excused Absence: Larry Bergert

QUORUM & CALL TO ORDER: Moses declared a quorum of the Board was present & called the meeting to order at 11:30 a.m. on September 24, 2021 at the Wetherington Clubhouse

NEW BUSINESS: The Special Meeting was called to discuss an Application for Exterior Improvement request to replace multiple windows at Unit 442 by the Unit Owner due to broken window seals. The owner submitted a completed form with the named contractor as Window World of the Heartland located in Orrville, OH.

Crabtree moved that the Application for Exterior Improvements for window replacement for Unit 442 be approved if the following conditions are met: 1) The replacement windows are the same color & design of the windows being replaced; 2) The contractor is currently covered for liability & Worker's Compensation insurance; & 3) The unit owner & her contractor assume all risks & liability for the installation of the windows. Liew seconded the motion. There was not any discussion. The motion passed.

ADJOURNEMENT: Moses called the meeting adjourned at 11:40 a.m.

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

**AGENDA & MINUTES
SPECIAL BOARD OF DIRECTOR'S MEETING
10/19/2021 AT UNIT 435**

AGENDA-TREE TRIMMING

Attendance: Larry Moses, President; Clyde Crabtree, Treasurer; & Larry Bergert

Excused Absence: Suzanne Bates, Secretary and Eric Liew

Guest: Dave Richards, Owner, SonShine Tree Service

MINUTES

Call to Order & Quorum: Moses determined that a quorum was met & called the meeting to order at 11:00 a.m.

TREE TRIMMING: Crabtree & Bergert did an inspection of trees on the west side of the Association's property for maintenance with Richards. It was recommended that the following maintenance was needed:

- Grinding a tree stump from a cut locust tree at the far SW corner of the property
- Cutting down a tree near the western property boundary near Unit 412
- Cutting off two large white pine limbs near Unit 412 & 410
- Trimming a locust tree near Unit 422
- Trimming a second locust tree limb between Unit 422 & 436
- Topping two locust trees near Unit 436
- Cutting off a hickory tree limb near Unit 434
- Cutting 3 large oak limbs near Units 444 & 442

Crabtree reported that Mr. Richards would do all the work as indicated plus removal for \$2250.00 plus sales tax. Crabtree also reported that there were available funds in the Grounds Line Item to pay for the work.

Bergert moved that the Association approve the work & expenditure as quoted. Crabtree seconded the motion. There was no discussion. The motion was approved.

Moses called the meeting to adjournment at 11:15 a.m.

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

AGENDA-BOARD OF DIRECTOR'S MEETING 11/3/2021
(Time-6:00 p.m.; Location-Wetherington Clubhouse)

CALL TO ORDER/QUORUM: Moses

PRESIDENT'S REMARKS: Moses

MINUTES: Moses for Bates (excused absence)

1. Executive Session Minutes-9/1/2021
2. Regular Board Meeting (9/1/2021)
3. Special Board Meeting (9/3/2021)
4. Special Board Meeting (10/19/2021)

OLD BUSINESS: Moses-No unfinished business from last meeting

TREASURER'S REPORT: Crabtree

1. Financial Report
2. Reserve Contingency Fund
 - a. Insurance Deductible
 - b. Water & Sewer Repair/Replacement
 - c. Bad Debt
 - d. Emergencies

INSURANCE REPORT: Crabtree

GROUNDS REPORT: Crabtree

1. Tree Care: River Birch & Fence Line
2. Fall Clean-up

DRIVE REPORT: Crabtree; Bergert & Liew

BUILDING REPORT:

1. Gas Meter Painting-Moses
2. Gutter Cleaning-Moses
3. Mortar Inspection-Liew

SOCIAL COMMITTEE REPORT: Moses

WETHERINGTON REPORT: Moses

NEW BUSINESS:

4. CY 2022 Budgets-Crabtree
 - a. Ad-hoc Committee Report
 - b. Capital Budget Presentation
 - c. Operating Budget Presentation
5. Other-Open

NEXT MEETING: Jan-March 2022 Quarter-To Be Determined

ADJOURNMENT:

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

Directors: Larry Moses, President; Suzanne Bates, Secretary; Clyde Crabtree, Treasurer; Eric Liew; Larry Bergert

**AGENDA-BOARD OF DIRECTOR'S MEETING 11/3/2021
(Time-6:00 p.m.; Location-Wetherington Clubhouse)**

BOARD MEMBERS PRESENT: Larry Moses (435), President; Clyde Crabtree (404), Treasurer & Eric Liew (408)

BOARD MEMBERS EXCUSED: Suzanne Bates (442), Secretary & Larry Bergert (424)

UNIT OWNERS & GUESTS PRESENT [REDACTED] (440); [REDACTED] (412); [REDACTED] (412); [REDACTED] (404); [REDACTED] (425); [REDACTED] & [REDACTED] (418); [REDACTED] (420); [REDACTED] (420); [REDACTED] (422); [REDACTED] (430); [REDACTED] (430); [REDACTED] (438); [REDACTED] (438); [REDACTED] (446); [REDACTED] (431); [REDACTED] (443); [REDACTED] (443); and [REDACTED] (415)

CALL TO ORDER/QUORUM: Moses determined a quorum was present & called the regular scheduled Groves Board of Directors meeting to order at 6:02 p.m. at the Villages of Wetherington Clubhouse. Moses announced that Bates was on vacation and Bergert was not present due to the death of his father-in-law. Condolences were expressed.

PRESIDENT'S REMARKS: Moses invited attendees to continue to eat their soup supper & desserts as they wished during the meeting. Moses thanked the members of the Groves Social Committee for the set-up & cleanup from the 'Soup with the Board' event with special thanks to C. Burgess for the chili, S. Olive for the vegetable barley soup, K. McFadden for the vegetable beef soup & P. Dodenhoff for the lentil soup.

Moses acknowledged the very successful 'Trick or Treat Night' of 10/30/2021 for the record with appreciation for all the children & Unit Owners who participated.

Moses also announced that this meeting was an 'open' meeting meaning Unit Owners were welcomed to comment and/or ask questions at any point of the meeting.

MINUTES: Moses in the absence of Bates stated that four sets of Minutes were distributed prior to the meeting & requested approval as follows:

6. The Executive Board Session Minutes from 9/1/2021 were previously distributed. Crabtree moved to approve the Minutes as distributed. Liew seconded the motion. There was no discussion. The motion was passed.
7. The Board Minutes from the 9/1/2021 regularly scheduled meeting were previously distributed. Liew moved to approve the Minutes as distributed. Crabtree seconded the motion. There was no discussion the motion was passed.
8. The Special Board meeting Minutes from 9/3/2021 was previously distributed. Liew moved to approve the Minutes as distributed. Crabtree seconded the motion. There was no discussion the motion was passed.
9. The Special Board meeting Minutes from 10/19/2021 was previously distributed. Liew moved to approve the Minutes as distributed. Crabtree seconded the motion. There was no discussion the motion was passed.

OLD BUSINESS: Moses declared there was no unfinished business from previous meetings.

TREASURER'S REPORT:

3. Financial Report-Crabtree reported that for the Sept-Oct. period that there were no delinquencies but there was one late payment. The balance of the Reserve Line Transfers was invested along with an additional amount of \$6738.50 to cover the cost of the exterior lights that were installed. The extra \$6738.50 into the Reserve Funds came from donations from our Unit Owners.
4. Reserve Contingency Fund- Crabtree reported that the Association has typically kept funds for contingencies in the Operating Budget. However, because of up-to-date information, it was determined that it would be best to keep these funds in an earmarked investment account. So, the Association in Oct. set up a Money Market account at PNC and transferred \$12,000 from the PNC checking account into the new PNC Money Market account. These funds are to help cover the following:
 - a. Insurance Deductible
 - b. Water & Sewer Repair/Replacement
 - c. Bad Debt
 - d. Emergencies

The insurance deductible went from \$5,000 per claim regardless of the amount of buildings to up to \$10,000 for wind & hails damage per building with a maximum of \$25,000 for wind & hail damage for 3 or more buildings.

After hearing that the Association would be responsible for water & sewer line repairs & replacements, we research our Declarations as well as communications with the City of Wooster & it is clear that we are responsible. This is going to be a large expense in the future that we have to plan for. We also found out from our attorneys that it would be a good idea to have some funds set-aside to cover bad debt in case there are problems in collecting delinquent assessments. We also know that at some time in the future that the city will improve W. Highland & that the master association will almost certainly assess the Groves our portion of that assessment. Finally, there's always the chance that we will have an untimely emergency that has not been budgeted for in our Operating Budget. So, instead of trying to adopt an amendment to our Declarations that allows for more borrowing, we decided it was best to start to proactively save for these contingencies.

INSURANCE REPORT: Crabtree reported that the Travelers Insurance renewal rate was continuing to skyrocket. Our insurance agency, Whitaker-Myers secured several quotes & found that West Bend Mutual Insurance out of Wisconsin had a much better rate. Although the coverage is substantially the same, the big difference is in the deductible as previously mentioned. Bottom line, for this increase in deductible, the annual premium amount to a costs savings of about \$7,000 per year, so a change of carriers was made effective Sept. 2021. The Board appreciates all the work that Unit Owner, B D. has put in to make sure that the Association gets the best coverage for the least amount of money.

GROUNDS REPORT: Crabtree reported that there has been some tree work done as follows:

3. Son Shine Tree Service cut a large river birch tree down & ground its stump out just south of Unit 411. It was getting too big for the area. Also, Son Shine Tree service trimmed several trees on the western property line including topping two large locust trees that presented a safety hazard to Unit 436. And, a medium sized scrub tree was cut just S.W. of Unit 412. This will allow the grass to grow in this area. There still is a stump to be ground out at the far S.W. corner. And, later this year, Son Shine will be coming back to cut out approximately 6 small to medium sized locust trees that are growing in behind the evergreens across from Unit 410.
4. Fall cleanup will take place sometime between now & the first of the year. Nev's is experiencing the labor shortages as well as some un-cooperating weather. Nev's will be trimming some bushes & hosta. About 3 places are still scheduled to have some rocks put

down. And, there is supposed to be some evergreens planted in the area where the river birch was cut down.

DRIVE REPORT: Crabtree reported that he has a call into Snyder's Construction to give an estimate for some concrete work in 2022 that will come out of Reserve Funds. Earlier this year Liew & Crabtree conducted a drive/driveway walk-around. And, a couple of weeks ago Bergert & Crabtree took a second look. The area that is being quoted on is about a 10 square replacement area in front of Units 401 & 403 where the drive is starting to show some bad deterioration.

BUILDING REPORT:

4. Gas Meter Painting-Moses reported that Dennis Hartzler completed painting the lines from the gas meters to the units on 11/1/2021.
5. Gutter Cleaning-Moses reported that the gutters will be cleaned later this fall after more trees drop their leaves.
6. Mortar Inspection-Liew presented a pictorial report of the buildings illustrating areas that will need mortar repair sometime in the future. There are no current areas of mortar damage that is cause for concern. The report provides a new baseline to monitor mortar repair.

SOCIAL COMMITTEE REPORT: Moses reported that two active social events remain on the calendar as follows: 1) On Wednesday, November 17 there is a guest speaker presenting on 'Woman's Suffrage', the 19th Amendment, A Local Perspective'; and 2) a to be scheduled pot luck dinner sometime after the first of the year. Other events being talked about are a 'Game Night', 'Pizza with the Board', and an ice cream social. The committee is open to other ideas.

WETHERINGTON REPORT: Moses reported that the Treasurer for the Wetherington Association reported on 10/28/2021 at the Wetherington Board meeting that out of an annual Operating Budget of \$71,456 that there was \$52,822.80 of expenditures leaving a balance of \$19,633.20.

Moses also reported that the Wetherington Board met on 8/18/2021 & 10/6/2021 to review draft budgets and then the Wetherington Board met in Executive Session on 10/6/2021 to approve the CY 2022 budget. There are currently 216 units in all four of the Association that will be accessed at the rate of \$31.00 per unit, up from the current \$28.00 per unit, which will generate an annual income of \$80,352. The Groves portion of the annual amount will be \$19,344. Any Groves Unit Owner wanting a full breakdown of the expenditures can make a request to Moses to review the data. Moses confirmed that there was no projected income from the 'Woods' association or Clubhouse reservations included in the budget.

On other Wetherington business, Moses reported that the Clubhouse is now supposed to open from 5:00 p.m. until 11:00 p.m. on Wednesday although the fob did not work on the evening of this meeting. Also, an anonymous resident, even to Moses, in one of the Wetherington association has volunteered to publish the monthly Clubhouse calendar starting with the month of October. And, Nev's landscaping has trimmed trees on Barrington Way but still has trees on Wetherington Lane to do.

NEW BUSINESS:

CY 2022 Budgets-Crabtree reported that he had invited any Groves owner to attend an ad-hoc Budget Committee meeting. On 9/25/2021 Crabtree met with 6 other owners plus a guest of an owner who was a Treasurer in another association to discuss the CY 2022 Capital Reserve Budget & the CY 2022 Operating Budget. All the line items were discussed & there were no dissenting opinions on the proposed 2022 budgets.

Crabtree presented the proposed CY 2022 Capital Reserve Budget. The budget recommends that the drive improvement process that is based on the Reserve Study continue with an expenditure of \$12,000.

Liew moved that the 2022 Capital Reserve Budget as presented be approved. Moses seconded the motion. There was no discussion. The motion passed.

Crabtree noted that in addition to making a change in insurance carriers to save money and confirming the Association's responsibility for water & sewer lines that will cost money, that two other budget factors were considered. The Board attended presentations from two condo management firms that, if contracted with, would cost each Unit Owner between \$15-\$20 per unit, per month; and, the topic of changing Declarations to allow for unlimited borrowing. Crabtree reported that the Board, at this time, was not interested in either contracting with a management firm or trying to change the Declarations to allow for unlimited borrowing.

Crabtree presented the proposed CY 2022 Operating Budget. The budget keeps the same line items from previous budgets except for the addition of a new 'Reserve Contingency Transfer' line that covers the contingencies that were talked about earlier. Cost savings from the Insurance Line items help covers this line item but the Reserve Study funds continue to grow along with the increase from the Wetherington Association. There are also modest adjustments to the Drives line item because of the need to level some drives. There is a reduction in the Administrative line item mostly because our taxes have been reduced based on increased Capital spending out of the Reserve Funds.

Liew moved that for the CY 2022 Fiscal/Calendar year that:

1. The Operating Budget, as submitted, that totals \$132,732 be adopted; and,
2. That the \$132,732 be assessed to all owners of record in accordance with their individual percentages of ownership, and such assessment will be due & payable in monthly increments commencing on January 1, 2022 in accordance with current board rules governing the payment of assessments; and,
3. That the Board acting through its Treasurer may transfer unexpected funds from one budget line item to another budget line item as needed throughout the fiscal year; and,
4. That on December 31, 2022 that remaining unexpended Operating funds will be allocated to the Reserve Fund.

Moses seconded the motion. There was no discussion. The motion passed.

Crabtree noted that the new assessment rates were as follows:

1. \$200.00 per unit, per month for the two patio models;
2. \$231.00 per unit, per month for the Heritage model; and,
3. \$246.00 per unit, per month for the Legacy model.

NEXT MEETING: Moses announced that the next meeting will be sometime in the Jan-March 2022 Quarter.

ADJOURNMENT: Hearing no other business, Moses asked for a motion to adjourn. Crabtree moved that the meeting be adjourned. Liew seconded the motion. There was no discussion. The motion passed and the meeting was adjourned at 7:23 p.m.

Respectively Submitted,

Clyde Crabtree, Treasurer & Acting Secretary