

Venbury II Townhomes Workshop Meeting
819 Lindsay Ct
September 29, 2025

Present: President John Pletchette, Vice-President Denise Lestor, Treasurer Laurie McLain, Secretary Lynn Bedford, and Director Donna Jacobson.

Quorum was established.

Homeowners Present: None

President Pletchette called the meeting to order at 5:30 p.m.

Approval of Board Minutes: No outstanding minutes to approve.

Treasurer's Report: Laurie gave the Treasurer's report.
Account balances as of September 29, 2025:

Checking	\$ 32,664.33
Savings	\$ 22,863.71
Reserve	<u>\$111,340.54</u>
	\$166,868.58

Budget vs actual as of September 28, we are \$5,061.88 ahead of budget. Snow is always unpredictable. Motion by Denise and 2nd by Donna to approve the Treasurer's report. Motion carried.

NEW BUSINESS:

Gutter cleaning: \$2,000.00 in the budget to do the cleaning. Steve just needs to know by October 1 to let him know it is a go. John said he will let Steve know to schedule the gutter cleaning.

Snow Stakes (markers): There was discussion if there were any left from the previous year but if there were any that weren't broken, they were probably picked up by the previous vendor. It was estimated we would need at least 70 markers. Motion by Laurie and 2nd by Donna to have Selby (snow removal vendor) purchase and install the snow stakes and store them at the end of the season, if they will. Motion carried. Selby would add the charge to our snow removal bill. John will ask Steve to contact Selby about the snow stakes. John will get back to the Board if we need to make other arrangements to store the snow stakes.

Leaf removal on grounds: \$2,500.00 in the budget for removal. We have an estimate from Selby Landscapes from January 28 of this year for cleanup of all leaves around building & property blown

out and disposal for \$2,150.00. Also, leaves mulched with mulching blades on mowers at \$75.00/hour. The call to mulch should be made between Selby and the Property Manager. John will check with Steve on the cost and timing of leaf removal.

Radon Mitigation: Any questions regarding this issue need to go directly to Steve. The Board does not give advice nor guidance on radon mitigation.

Insurance Renewal: Laurie provided handouts regarding the insurance increase and how it affects our budget and dues. Premium has gone up effective November 1, 2025, from approximately \$27,900.00 to \$31,262.00. Coverage is \$7,544,500.00. Wind/hail deductible is 2% based on the \$7,544,500.00 which would be \$150,890.00. All other perils deductible is \$25,000.00. If we had to cover the \$150,890.00 deductible, that would be a minimum of \$4,438.00 per homeowner. If we had to cover the \$25,000.00 deductible, that would be a minimum of \$735.00 per homeowner. Having Loss Assessment Insurance coverage is extremely important. Deductibles are per event. All other perils deductible could be raised above \$25,000.00.

Collecting the loss assessment insurance coverage does not happen overnight. It will take some time to collect and damages would need to start repair.

Looking at the current dues situation, with no change in the budget except for the increase in insurance, and with no dues increase, we need \$10.00/unit per month to pay the insurance increase. We also need to start building up the savings account to pay for any small claims under the deductible.

There was discussion of raising the dues \$25.00/month or \$50.00/month of which \$10.00 would cover the insurance increase and some to transfer as a new line item to start building the savings. The idea to take it to \$50.00/month is to make the building of the savings account more meaningful.

It was suggested that at the next Board meeting there be a history of why the roofs were replaced (maintenance not insurance), siding was insurance, the Reserve account is for capital improvements such as concrete work.

We have to maintain financial soundness of the Association. It depends on how fast we want that savings account to grow. We can consider transferring funds from checking to savings at year end depending on snowfall.

There was further discussion of possibly doing a special assessment as opposed to raising dues. The Board has the authority per the bylaws to raise the dues but an assessment must be voted on by the membership. If the Association would not

have the funds to cover the wind/hail deductible, we would be looking at a loan for the balance and that is not something any Board wants to do.

The membership must be notified a minimum of 30 days prior to the increase. The Board agreed on January 1, 2026 for an increase and all agreed on an increase of the dues as opposed to a special assessment.

Motion by Laurie that the Board approve a \$50.00 dues increase effective January 1, 2026, to offset the increase in the insurance premium and to increase the balance in the account for insurance deductible. 2nd by Denise. Motion carried.

UNFINISHED BUSINESS:

To do list from May 27 Workshop meeting for Steve. (vendor cost \$730.00)

One item added for final cost of \$770.00

All items completed

1125 Venbury - repair 2 cracks in basement walls \$1,963.50.
June 3. Repairs completed

826 Lindsay - Replace one warped (twisted) deck post
\$200.00. July 3. Post replaced

840 Elmwood - siding missing east side south end per
maintenance request \$50.00. July 31. Siding fixed

839 Elmwood - basement window/trim (?) problem west side
Per maintenance request. August 12
Board rotted out and replaced (not a "window"
issue)

844 Lindsay - lawn repair per maintenance request \$661.71.
August 13. Completed 8-24-2025

APPROVED BY EMAIL:

1015 Venbury - homeowner upgrade patio project. May 5

1125 Venbury - repair 2 cracks in basement walls \$1,963.50.
June 3

832 Lindsay - homeowner enlarge/upgrade deck project. June 25

1125 Venbury - homeowner upgrade deck/landscaping project.
June 26

826 Lindsay - homeowner repair deck/porch & add front porch railing. July 3
Replace one warped (twisted) deck post estimate \$300.00. July 3

824 Lindsay - homeowner replace decking/railing. July 3

OLD BUSINESS: None

OTHER ITEMS: Any Association Responsibility Element needs to go to Steve on a maintenance request form. Steve has the owner of Superior Roofing as his handyman who comes out and does a lot of the smaller type projects so he waits until he has several things for him to do at the same time. An emergency item is obviously handled differently.

Steve sends out a winter reminder. John will put a list together of reminders for the homeowners and send to the Board for suggestions. The list will include the need for homeowners to make sure they have Loss Assessment Insurance and complete a maintenance request for Association repair and maintenance issues.

Dues increase letter is sent from Steve.

Laurie asked if the stakes on Lindsey Ct. are marking stumps. She wondered if the lawn service put them up to mark the area for the mowers. John said Doug is seeding.

Board meeting will be held October 28 at 6:00 p.m. at the library. Homeowners will be notified.

Meeting adjourned at 7:08 p.m.

Respectfully submitted,

Lynn Bedford

Lynn Bedford
Secretary