

HAWTHORN COMMUNITY HOMEOWNERS ASSOCIATION

Meeting Location: 2587 Sage Drive, Warsaw, IN. 46582

**Board of Directors
Meeting Agenda**

October 9, 2023 – 6:30 p.m.

Debbie Condon President
Peggi Lee Treasurer

LuAnn Gaisford Vice President
PJ Leppo Secretary

James Sweeny, Chairman
Tim Eshleman, Chairman
Carl Sowers, Chairman

Architectural Control Committee
Compliance Committee
Christmas Committee

Guests: None

1. **Call to order** at _____ p.m. -Debbie
2. **Open Forum** for Residents' Comments
3. **Approval of Prior Meeting Minutes** - August 21, 2023 – PJ
4. **Old Business**
 - a. Looking for a Social Event Chairman
 - b. Providing a Microsoft Teams Virtual Meeting Option for Annual Meeting – Quorum required
 - c. Landscaping Trees from Miller Builders
 - d. WLM Fall landscaping service
5. **New Business**
 - a. Treasurer's Report – Peggi Lee
 - b. Assessment Review – Debbie Condon
 - c. Christmas Committee – Carl Sowers
 - d. Compliance Committee – Tim Eshleman
 - e. Architectural Committee Report – James Sweeny
 - f. 2024 Quarterly Open Board Meeting Schedule
6. **Other Business**
7. **Adjournment** at _____ p.m. **Next Meeting: 2024**

HAWTHORN COMMUNITY HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

2587 Sage Drive, Warsaw, IN 46582

Monday, October 09th, 2023

Attendance

Board of Directors

President: Debbie Condon
Vice President: LuAnn Gaisford
Treasurer: Peggi Lee
Secretary: PJ Leppo

Committee Chairman

Architectural Control Committee: James Sweeny (unable to attend)
Compliance Committee: Tim Eshleman
Christmas Committee: Carl Sowers
Entertainment Committee: Open Position

Meeting Guests

None

Meeting Minutes

Debbie Condon called the meeting to order at 6:35 p.m.

Prior Meeting Minutes: Secretary submitted the previous meeting minutes from BOD meeting held on Monday, August 21st, 2023, for approval. A motion to accept by LuAnn Gaisford was seconded by Sharon McAfee and passed with no objections.

Open Forum:

- Comments received from Sue Weber regarding several inoperable vehicles parked within the neighborhood. The BOD is aware of the ongoing issue and working on a resolution.
- Comments received from Peggi Lee on Rosalie's behalf regarding the speed of vehicles on Lilly Ct. and irresponsible use of golf carts. Golf carts have been seen cutting through properties. Debbie Condon contacted patrol officer Michael Mulligan from the sheriff's office regarding use of the golf carts on the roads. Stated that he will look into increasing patrols for the neighborhood and writing tickets if warranted. Please be aware of the number of children present on Lilly Ct when entering the neighborhood.
- Comments received from Cameron Tusing regarding vehicle speeds significantly above the post speed limit on Lily Ct. Speed bumps have been suggested previously, however, removable speed bumps would be required with the county snowplows.
- Comment received from Brad Kellar. Recommended calling the nonemergency contact number each time an issue with the golf carts or speeding observed. Continuous calls to the sheriff's office department likely required before a patrol car is sent.
- Comment from Ron Smock regarding prevision of a neighborhood directory. A neighborhood directory is currently available per request. The directory is not posted on the neighborhood website due to potential spam issues. If you would like a copy of the directory, please reach out to the BOD. Additionally, please contact the BOD if you would like your phone number removed from the directory. Peggi Lee will look into creating a copy of the neighborhood directory without phone numbers.

Old Business

Social Event Chairman

- The HOA hosts several events throughout the year such as the summer picnic, easter egg hunt, and Christmas parade and is still in need of a Social Event Chairman. The chairman's position is open to explore any other opportunities such as a book club, etc.

Microsoft Teams Virtual Option for Annual Meeting

- Jodi Barnett was able to setup the Microsoft Teams for virtual attendance. Eight neighbors were able to participate virtually.

Trees Provided by Miller Brothers

- Miller Brothers recently provided several trees to recently built homes which did not have the required number of trees but did not include planting. Several individuals in the neighborhood may need some assistance planting their trees. Please reach out to Debbie Condon if you would be interested in helping with planting.
- Landon Roberts had paid Miller Brothers previously to install the required trees and wanted to know if there any type of reimbursement from Miller Brothers? There was no reimbursement offered due to the difference between purchasing a home under construction versus an existing home for sale.

WLM Fall Landscaping

- Plants were placed under the second entrance light post and landscaping rock at the entrance was refreshed as a capital expense this year. There is one more remaining maintenance for the year to be provided by WLM.
- Requesting help within the neighborhood to maintain the two flowerbeds over the summer with weeding, de-heading flowers, etc. The proposed 2024 budget includes compensating a homeowner for completing the maintenance over the year.

New Business

Treasure's Report – Peggi Lee

- Presented the 2023 budget and what has been spent so far this year.
- \$1,000 to \$2,000 is usually put towards the HOA savings account for any large expenses required, such as bush replacement, insurance deductibles, etc.
- Presented the proposed 2024 budget.
 - 72 homeowners are billed for HOA dues for a total of \$7,200 in assessments.
 - Expenses include \$1,000 in reserve savings and \$5,890 in expenses for property maintenance, utilities, insurance, professional services, office supplies, and sponsoring neighborhood events.
 - Expected balance at the end of 2024 is \$4,013.96.
- Property maintenance budget was increased for additional landscaping work. 2024 budget includes a dumpster rental for spring cleaning. KREMC prices have increased. Anticipating increased cost for insurance coverage. Professional services for any potential lawyer fees and filing of yearly taxes. The neighborhood event budget remained relatively static with a small increase. The BOD will need to pay for a Santa in this year's Christmas parade.
- Motion to approve 2024 budget by Briana Kessler seconded by Christine Lemmon. 2024 HOA budget was approved.

Assessment Review – Debbie Condon

- HOA yearly dues amount has been the same since 2005 and now with all lots full there will be no additional revenue to the HOA. An assessment increase is not being considered for 2024, but possibly a topic to review for 2025 if various costs continue to rise.
- The HOA savings account does not have specific goal for the funds or specific target amount. Previously the funds were going to be used to purchase a lot at a reduced price for building a pavilion and would have been a long-term investment goal.

Christmas Committee – Carl Sowers

- Christmas parade scheduled December 16th at 6:00pm starting in Lily Ct. There will be two fire trucks, two police carts, and Santa Clause.
- Looking for meeting spot after the parade for the participating kids who want to interact with the firefighters, firetrucks, and officers.
- Peggi Lee put together around 75 goodie bags for the kids last year and was still short.
- Yearly Christmas light contest. \$100 for first place. \$50 for second place. \$25 gift card for third place.

Compliance Committee – Tim Eshleman

- Primary issue has been planting of the trees. Two trees have been delivered by Miller Brothers.

- Compliance Committee is working with homeowners regarding parked vehicles that appear inoperable.
- If you have any issues that need addressed, please submit this feedback through the HOA website form. Any submitted complaints are private and not publicly posted.

Architectural Committee Report – James Sweeny

- No new architectural requests have been submitted for evaluation.
- Architectural request form is located on the website and should be used for items such as a fence, shed, etc.

2024 Quarterly Open Board Meeting Schedule

- Proposed dates currently:
 - Monday, February 5th
 - Monday, May 6th
 - Monday, August 5th
 - Monday, October 7th
- Election for the 2025 BOD will take place in October next year.
- Please note all homeowners are invited to attend the scheduled BOD meetings.

Motion to adjourn from Tim Eshleman and seconded by Tim Popenfoose. Meeting adjourned at 7:40pm.