QUAIL RUN II CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS' MEETING
March 26, 2025 – 6:00 p.m.

PRESENT: Debra Beals, Darlene Corey, Carol Gersmehl, Judy Loudin, Kimberly Nower, Lindsay Flynn and Diane Bornhorst from Berkshire Hathaway Management Company (B&H).

CALL TO ORDER: The meeting was called to order at 6:09 p.m. by Debra Beals, President.

REVIEW OF DRAFT MEETING MINUTES: MARCH 3, 2025:

The Board reviewed the draft minutes and approved them via e-mail.

PRESIDENT'S REPORT:

Thank you to our property managers, Lindsay and Diane, for all the work and presentation of materials for this month's Board meeting. The project repair quotes, maintenance reporting, governing documents and proposed financial plan will elevate the association to the next level.

I looked back at the early 2024 meeting minutes where we listed the Boards' goals on behalf of the association. The Board has achieved those goals that included: assessing the critical project work, developing a plan to finance the T1-11 siding and roof replacements for 2024 and 2025, analyzing and updating governing documents and improving communications to co-owners. It is time to look ahead at how the association will continue these efforts into the future for the next 5, 10 and even 25 years.

Our property managers thoroughly understand the nature of small condominiums and their limited abilities to support and finance aging communities like ours. The main goal of the Board is to keep prices down while finding quality contractors to complete the work needed around the QRII Community.

FINANCIAL REPORTS:

Treasurer's Report - Water Usage: The water usage last month was within the budgeted amount so there were no additional charges to owners.

Treasurer's Report - Financials: The report as of February 28, 2025. The board approved the financials via e-mail prior to the meeting.

Checking Account Ending Balance:		$47,204.56
Reserve Fund (RF) Account Ending Balance:		$55,346.44
HOA Dues Income = Operating Income + Reserve Fund Income + Additional Assessment (2024)		$26,035.21
Total Operating Expenses: **Transfer $ from Checking into Reserve Fund:**		$11,426.24 $7,083.33
Total Capital Expenses		$17,061 (Lyster down payments)

Co-Owner Delinquency list: The board reviewed the delinquent list as of 3/26/25. There is one owner who is delinquent and a certified letter was mailed to them and a lien will be filed if payment is not received by April 1, 2025.

OLD BUSINESS:

1. **Outstanding Maintenance – 2025 Projects:**

- Betke Masonry has been requested for early spring service and they said we are first on the list so most likely April or early May.
- The gutters were cleaned by CD on March 12 and they will start the monthly cleaning in April on the three units.
- Lyster will start approved work at:

2373-2375 Fairgrove – Roof Replacement – May 14-15

2373-2375 Fairgrove – Complete Siding including Chimney Chase & Gutters – June 30-July 25

2378-2380 Fairgrove – Chimney Chase Only – June 30 to July 25

- The board reviewed a driveway replacement quote from Wyoming Asphalt for 2403MF and 2404MF for $16,000. The board asked Lindsay to get a quote from Schoolcraft Asphalt.
- The board will review trim boards, woodpecker damage, tree trimming and gutters and downspouts during the spring walk around to determine which units need the attention.
- Three garage door quotes were reviewed by the board for replacement of five garage doors – 4 doubles and one single for $8,200 by Arcadia Garage Door. The Board tabled this for further discussion at the April Board meeting.
- Two quotes were reviewed by the board for power washing Mansfield and Wildemere. Deb made a motion to approve the Fish quote of $3,500, seconded by Carol and approved by the board unanimously.
- Lindsay will obtain quotes for the eight mailboxes that still need to be replaced on Mansfield.
- The maintenance log was reviewed by the board. Thomas Waterproofing started the crack repairs at 2391 Wildemere today. There are two new cracks at 2400 Wildemere and the quote for injection repair is $1,400. Darlene made a motion to approve, seconded by Carol and approved by the board unanimously.

2. **Insurance Renewal** – Lindsay informed the board that the Coldbrook insurance policy has been finalized and the insurance with Fremont has been cancelled. As Fremont also maintained an umbrella policy, instead the liability coverage was increased to $2M on the Coldbrook policy for a comparable cost. Coldbrook did inform us that they need to inspect one unit and Deb offered to have them call her to look at her unit.

3. **Legal Dispute with 2386 Wildemere** – The board reviewed a draft resolution from the Association's attorney. While in Executive Session, the Board discussed the draft resolution provided and agreed on a response for Lindsay to present to the attorney.

4. **Master Deed Amendment** – The board approved the Amendment Review Committee Charter and reviewed the draft Fourth Amendment and supporting documents that will be provided to the Committee for review and to gain feedback. The Committee is tentatively scheduled to hold their first meeting on either April 10 or 11.

5. **2024 Compilation and Tax Return** - Seber Tans is working on the tax returns and compilation and will provide it before the 4/15/2025 deadline.

NEW BUSINESS: The board reviewed contracts from four different contractors for lawn care and snow removal. We are currently in contract through the summer with CD Lawn Care so if we made a change it would be for snow removal in the fall going forward. At the Board's request, Lindsay will get an updated quote from MowCo that includes any additional snow removal costs including clearing snow from the cul-de-sacs and excluding mulch and irrigation. She will also ask them for a price if owners want to have mulch installed at their expense.

NEXT BOARD MEETING and ADJOURNMENT:

The Board of Directors will meet next on April 21, 2024, 6:00 pm at the Berkshire Hathaway office. The meeting was adjourned at 8:51 p.m.

Respectfully submitted,

Diane Bornhorst on behalf of the Board of Directors

Quail Run II - 2025 Income and Expenses (Projected numbers are in red)

Beginning Balance:	$ 1,000.00															
CONDO ASSOCIATION	Jan	Feb	March	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD ACTUAL	PROJ. TOTAL	BUDGET	VARIANCE
Parkview Hills Year End	$ 34,863.39	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 34,863.39			
Association Fees	$ 21,605.88	$ 26,035.21	$ 24,073.59	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 71,714.68	$ 290,287.15	$ 291,430.00	$ (1,142.85)
Buy-In Fee Income	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Assessment Fee Income	$ -	$ -	$ 47,234.94	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 6,460.11	$ -	$ -	$ -	$ 47,234.94	$ 100,000.00	$ 100,000.00	$ 0.00
Fine/Violation Fee Income	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Late Fee Income	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL INCOME	$ 21,605.88	$ 26,035.21	$ 71,308.53	$ 33,546.82	$ 33,546.82	$ 33,546.82	$ 33,546.82	$ 33,546.82	$ 30,745.94	$ 24,285.83	$ 24,285.83	$ 24,285.83	$ 118,949.62	$ 390,287.15	$ 391,430.00	$ (1,142.85)
Administrative:																$ -
Legal & Professional Fees	$ 5.00	$ 1,775.50	$ 2,065.00	$ 625.00	$ 625.00	$ 625.00	$ 625.00	$ 625.00	$ 625.00	$ 625.00	$ 625.00	$ 625.00	$ 3,845.50	$ 9,470.50	$ 7,500.00	$ 1,970.50
Accounting & Tax	$ -	$ -	$ -	$ -	$ 1,900.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,900.00	$ 1,900.00	$ -
Management Fees	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 1,260.00	$ 3,780.00	$ 15,120.00	$ 15,120.00	$ -
Web Page Expense	$ 105.87	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 105.87	$ 105.87	$ -	$ 105.87
Office Supplies/Postage/Copies	$ 523.75	$ 22.39	$ 132.87	$ 16.67	$ 16.67	$ 16.67	$ 16.67	$ 16.67	$ 16.67	$ 16.67	$ 16.67	$ 16.63	$ 679.01	$ 829.00	$ 200.00	$ 629.00
Total Administrative	$ 1,894.62	$ 3,057.89	$ 3,457.87	$ 1,901.67	$ 3,801.67	$ 1,901.67	$ 1,901.67	$ 1,901.67	$ 1,901.67	$ 1,901.67	$ 1,901.67	$ 1,901.63	$ 8,410.38	$ 27,425.37	$ 24,720.00	$ 2,705.37
																$ -
Building Maintenance:																$ -
Building Maintenance	$ 357.31	$ 105.90	$ 217.29	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 680.50	$ 14,180.50	$ 18,000.00	$ (3,819.50)
Downspout/Gutter Cleaning	$ 97.36	$ -	$ 2,200.00	$ -	$ 2,200.00	$ -	$ -	$ -	$ 2,200.00	$ -	$ 2,200.00	$ -	$ 2,297.36	$ 8,897.36	$ 8,800.00	$ 97.36
Total Building Maintenance	$ 454.67	$ 105.90	$ 2,417.29	$ 1,500.00	$ 3,700.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 3,700.00	$ 1,500.00	$ 3,700.00	$ 1,500.00	$ 2,977.86	$ 23,077.86	$ 26,800.00	$ (3,722.14)
																$ -
Insurance:																$ -
Insurance Expense	$ -	$ -	$ 4,033.25	$ 5,322.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 4,033.25	$ 20,075.25	$ 23,000.00	$ (2,924.75)
Total Insurance	$ -	$ -	$ 4,033.25	$ 5,322.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 1,340.00	$ 4,033.25	$ 20,075.25	$ 23,000.00	$ (2,924.75)
																$ -
Common Area Expenses:																$ -
Electricity	$ 311.67	$ 153.68	$ 155.25	$ 183.33	$ 183.33	$ 183.33	$ 183.33	$ 183.33	$ 183.33	$ 183.33	$ 183.33	$ 183.37	$ 620.60	$ 2,270.61	$ 2,200.00	$ 70.61
Water/Sewer	$ 2,571.74	$ 2,629.69	$ 2,410.99	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 2,827.50	$ 7,612.42	$ 33,059.92	$ 33,930.00	$ (870.08)
Garbage/Recycling	$ 1,393.07	$ 1,397.83	$ 335.78	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 1,616.25	$ 3,126.68	$ 17,672.93	$ 19,395.00	$ (1,722.07)
Pest Control	$ -	$ -	$ -	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ -	$ 1,125.00	$ 1,500.00	$ (375.00)
Total Common Area Expenses	$ 4,276.48	$ 4,181.20	$ 2,902.02	$ 4,752.08	$ 4,752.08	$ 4,752.08	$ 4,752.08	$ 4,752.08	$ 4,752.08	$ 4,752.08	$ 4,752.08	$ 4,752.12	$ 11,359.70	$ 54,128.46	$ 57,025.00	$ (2,896.54)
Grounds:																
Landscaping/Mowing Contract	$ -	$ -	$ -	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.59	$ -	$ -	$ 46,885.00	$ 46,885.00	$ -
Tree Trimming/Removal	$ -	$ -	$ -	$ -	$ -	$ 6,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,000.00	$ 6,000.00	$ -
Plowing/Sidewalks Contract	$ 4,081.25	$ 4,081.25	$ 4,081.25	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,500.00	$ 12,243.75	$ 17,743.75	$ 22,000.00	$ (4,256.25)
Total Grounds	$ 4,081.25	$ 4,081.25	$ 4,081.25	$ 5,860.63	$ 5,860.63	$ 11,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.63	$ 5,860.59	$ 5,500.00	$ 12,243.75	$ 70,628.75	$ 74,885.00	$ (4,256.25)
TOTAL EXPENSES	$ 10,707.02	$ 11,426.24	$ 16,891.68	$ 19,336.38	$ 19,454.38	$ 21,354.38	$ 15,354.38	$ 15,354.38	$ 17,554.38	$ 15,354.38	$ 17,554.34	$ 14,993.75	$ 39,024.94	$ 195,335.69	$ 206,430.00	$ (11,094.31)
																$ -
Transfer to Reserve Account	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.37	$ 21,249.99	$ 85,000.00	$ 85,000.00	$ -
Transfer Assessment to Reserve	$ -	$ -	$ 47,234.94	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 6,460.11	$ -	$ -	$ -	$ 47,234.94	$ 100,000.00	$ 100,000.00	
Transfer Buy-In Fee to Reserve	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Transfer from Reserve Account	$ -	$ 17,061.00	$ -	$ -	$ -	$ 6,000.00	$ 12,709.60	$ 26,889.80	$ 92,057.60							
Reserve Expenditures	$ -	$ 17,061.00	$ -	$ -	$ -	$ 6,000.00	$ 12,709.60	$ 26,889.80	$ 92,057.60	$ -	$ -	$ -	$ 17,061.00	$ 154,718.00		
Checking Account Balance:	$ 39,678.92	$ 47,204.56	$ 47,303.14	$ 45,169.26	$ 42,917.38	$ 38,765.50	$ 40,613.62	$ 42,461.74	$ 42,109.86	$ 43,957.98	$ 43,606.14	$ 45,814.85				
FIRST NATIONAL BANK SAVINGS:																
Beginning Balance	$ 1,000.00															
Final from Parkview Hills	$ 57,132.55															
Reserve Contribution	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.33	$ 7,083.37	$ 21,249.99	$ 85,000.00	$ 85,000.00	
Assessment Contribution	$ -	$ -	$ 47,234.94	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 9,260.99	$ 6,460.11	$ -	$ -	$ -	$ 47,234.94	$ 100,000.00		
Buy In Fee Income	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		
Interest Income (includes Dec.'24)	$ 40.18	$ 68.05	$ 72.91	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 181.14	$ 181.14		
Reserve Account Distribution	$ -	$ 17,061.00	$ -	$ -	$ -	$ 6,000.00	$ 12,709.60	$ 26,889.80	$ 92,057.60	$ -	$ -	$ -	$ 17,061.00	$ 154,718.00		
Transfer to Checking	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		
Account Balance	$ 65,256.06	$ 55,346.44	$ 109,737.62	$ 126,081.94	$ 142,426.26	$ 152,770.58	$ 156,405.30	$ 145,859.82	$ 67,345.66	$ 74,428.99	$ 81,512.32	$ 88,595.69				
Reserve Expenditures Budgeted:																
Roof Replacements	$ -	$ 3,369.20	$ -	$ -	$ -	$ -	$ -	$ 13,476.80	$ -	$ -	$ -	$ -	$ 16,846.00			
Siding Replacements	$ -	$ 13,014.40	$ -	$ -	$ -	$ -	$ -	$ -	$ 52,057.60	$ -	$ -	$ -	$ 65,072.00			
Gutters/Downspouts	$ -	$ 677.40	$ -	$ -	$ -	$ -	$ 2,709.60	$ 9,813.00	$ -	$ -	$ -	$ -	$ 13,200.00			
Chimney Chases/Caps	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,100.00	$ -	$ -	$ -	$ -	$ 1,100.00			
Deck Replacements	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 30,000.00	$ -	$ -	$ -	$ 30,000.00			
Garage Doors Replaced	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500.00	$ 10,000.00	$ -	$ -	$ -	$ 12,500.00			
Replace Trim Boards	$ -	$ -	$ -	$ -	$ -	$ 6,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,000.00			
Driveways Replaced	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000.00	$ -	$ -	$ -	$ -	$ -	$ 10,000.00			
TOTAL	$ -	$ 17,061.00	$ -	$ -	$ -	$ 6,000.00	$ 12,709.60	$ 26,889.80	$ 92,057.60	$ -	$ -	$ -	$ 154,718.00			