

Mountain Bay Condo Association  
Monthly Board Meeting  
Tuesday, January 28, 2025, 6:30pm

MINUTES

**6:30 Call to order** by President Shari Van Straten

**Present:** Shari Van Straten, Anne Anderson, Robin Perleberg, Ron Kennedy, Carol Ploetz, Linda Olsen-Cherny,

**Additions or corrections to agenda –** No changes.

**E-mail votes since the last meeting –**

1. 2535B repair screen door - 5 yes, 1 no
2. \$25 annual reimbursement to homeowners for electricity for sump pumps in their units - 6 yes
3. To amend the meeting minutes for October - 5 yes
4. \$8 annual reimbursement to homeowners on end units for electricity for dusk to dawn lights installed by the Association - 5 yes
5. Use Sir Speedy to print work order forms at a cost of \$180 - 6 yes

**Treasurer's Report** - Anne Anderson presented the Treasurer's Report (attached).

**Ron:**

- Pavement drains near the south ends of buildings 2579 and 2571 need repair. Ron suggested they be repaired with concrete, not, blacktop.
- Ron will check the shed for existing traffic cones to be used to keep people from parking at the south end of building 2579.

**Shari:**

- Responded to a helpline call from an owner in 2571 regarding the snow not being pushed back far enough at the end of buildings 2571 and 2579 and people parking in the 2 overflow spots where there is no parking during winter months.
- Met with Draco and directed them to push the snow back as far as possible at the end of buildings 2571 and 2579 to allow the homeowners in the end units and garbage trucks to more easily access the area.
- Responded to a call from NEW Landscape that asked to quote our lawn care for this Spring. After discussion with the board, it was decided the board is happy with Draco's work and not looking to replace them. However, the board may possibly hire NEW Landscape for specific projects first to see their workmanship and response times. Some projects that NEW may be given are replacing mulch with stone at the end of building 2547 (next to unit L) and updating the landscape area in front of building 2567.
- Began an investigation regarding where the sump pumps for each end unit in building 2539 are getting their electricity from. The current owner of 2539-B states that they pay for the electricity for the sump pumps in the two end units of building 2539.
- Sent a letter to CCC Association regarding their snow removal. They have no other place to put their snow other than our green space. MBCA allow them to put their snow into the green space but each Spring the board will evaluate the area. Any damages found will be repaired by the MBCA lawncare vendor who will bill the CCC Association directly.

- Investigated the use of Knox boxes to allow entry into a home in an emergency when a device that serves the entire building needs repair but found it to be a cost-prohibitive option (+\$17,000). Shari described what the Fire Department requires (if the MBCA were to use these).

**Robin:**

- Continuing to address the flying squirrel issue at 2531A. Werner Pest Control checked the roof and will install a ridge guard into the vent and added a one-way door so flying squirrels could get out but would be unable to get back in. Ultimately the one-way door will be removed and the opening sealed. The estimate for this work is \$1,300 - \$1,700.
- Met with the new homeowner in 2571-I and gave them a welcome packet.

**Carol:**

- Worked on Agenda and Minutes.

**Linda:**

- Updated the Bugle.

**Anne:**

- Created a proposed budget for 2025.
- Digitized all invoices and checks for 2024 and put them online.
- Completed bank paperwork for a homeowner refi.
- Completed bank paperwork for a home sale (2571-I).
- Created the regular treasurer's reports.
- Prepared electronic votes.
- Adjusted the January HOA fee for homeowners with dusk to dawn lights and sump pumps to be discounted for electricity per the board votes.
- Adjusted February HOA fees for the afore-referenced homeowners back to the standard amount of \$135.00/month.
- Notified the board that she will be using Bill Pay in 2025 rather than writing out checks for standard vendor expenses. This makes paying vendors and digitizing invoices/payments more efficient. Pat Prunty will continue to act as Bookkeeper (recording transactions in QuickBooks) and as a cross-check for audit purposes.
- Organized a credit card for the Association to use for purchases at local stores or online. Individuals to get cards are: Shari Van Straten, Anne Anderson, Ron Kennedy

**General Discussions:**

- Additional lighting on the east entrance to illuminate numbers for building 2519.
- Repairs needed to the lower large mailbox that cannot be closed by 2543.
- Reviewing signs and/or decorations that are reasonable to have in front of MBCA condos.
- Blacktopping and when it needs to be done.
- Building 2579 – reports of a truck parking at an angle behind a car (in front of owner's garage) and how this is an obstacle for drivers passing by and a blockage of a fire lane. Shari will send a written warning.
- Robin will contact Sustman Plumbing regarding water shutoffs that homeowners may have which could impact an entire building or are for services such as sprinklers (one such shutoff is in her home).
- Notices will be posted on all doors to provide the board with updated emergency contact information. This is necessary if a device (sump pump), water shutoff or sprinkler connection

needs to be accessed for the benefit of the entire building (i.e., something breaks and needs immediate attention).

- The property improvement discussion began with need to replace vinyl siding and replacement of the triple glass sliding doors on the westside. Money has been included in the budget (\$500) to hire someone to outline options and current styles.
- The no parking sign by the overflow spots at the end of building 2579 was hit and cannot be seen. Shari will post notices on all doors of 2571 and 2579 not to park in overflow parking spaces during the winter months.
- The proposed 2025 budget was reviewed.

#### **Proposed Electronic Votes:**

- To amend December minutes.
- Regarding expenditure of \$1,300-\$1,700 to Werner Pest Control to address flying squirrel issue.
- Regarding expenditure for an electrician to investigate sump pumps electricity for Units A, B & J.
- Rules & Regs updates:
  - Paragraph 4g to reflect that the Association is responsible for repair/replacement of screens (per Association lawyer).
  - Paragraph 4f, clarify signage and lawn ornamentation.
  - Paragraph 12, clarify specifics around HOA fees and penalty processes.

#### **Election of Officers**

Shari - President

Anne - Treasurer

Carol - Secretary

Ron - Vice President

Robin - Board member

Linda - Vice President – Linda has decided to remain on the board and not have her dues waived.

#### **New Helpline Calls**

- 4 calls on why their ACH was less in January
- 1 call regarding why their HOA check was not cashed yet
- 2 calls regarding snow removal
- 1 call regarding garage door
- 1 call regarding salt buckets
- 1 call regarding banging noise
- 1 call about window water leaks

#### **8:22 Motion to adjourn**

**Treasurers Financial Report for MBCA - As of January 31, 2025**

		YTD Totals	JAN
<b>FCCU - Deposits:</b>			\$ 18,517.87
<b>FCCU - Checking Account</b>	as of EOM or date of this reporting which is 01/31/2025:		\$ 46,527.21
<b>Edward Jones - Cash not yet moved into Mutual Fund as of the EJ stmt reporting. \$2500 transferred from FoxCU to EJ on irregular schedule. Amt reported here will vary.</b>	as of EOM or date of this reporting which is 01/31/2025:		\$ 0.12
<b>Edward Jones acct 3814 - Mutual Fund</b>	as of EOM or date of this reporting which is 01/31/2025:		\$ 24,733.33
<b>Edward Jones acct 3814 - CD Ladder</b>	as of EOM or date of this reporting which is 01/31/2025:		\$ 72,082.57
	12mo CD - Maturity Date: 8/28/2025 - 4.30%		
	12mo CD - Maturity Date: 12/12/2025 - 4.10%		
	12mo CD - Maturity Date: 3/12/2025 - 5.15%		
	12mo CD - Maturity Date: 6/12/2025 - 5.40%		
<b>Edward Jones acct 9463 - Bond &amp; Equity investment</b>	as of EOM or date of this reporting which is 01/31/2025:		\$ 270,225.99
<b>Edward Jones acct 9463 - YTD +/- for Bond &amp; Equity investment</b>	as of EOM or date of this reporting which is 01/31/2025:	\$ 3,485.61	\$ 3,485.61
<b>Edward Jones acct 9463 - Fees</b>	as of EOM or date of this reporting which is 01/31/2025:	\$ 322.91	\$ 322.91
<b>FCCU - Fees</b>	as of EOM or date of this reporting which is 01/31/2025:	\$ 22.25	\$ 22.25

<b>Money put toward reserve funds</b>	<b>2024 Approved Goal for reserve funds:</b>	\$ 30,000.00
	<b>% of goal reached:</b>	8%
	<b>Monthly Earmarked for Reserves:</b>	\$ 2,500.00
	<b>Total transferred into reserve funds year to date:</b>	\$ 2,500.00

% Budget Used YTD	Budgeted	% of Budgeted Amount Used	YTD Totals	JAN
1 - Property Beds, Trees, Fertilizer, General Grounds Repairs and Maint.	\$ 7,000.00	0.00%	\$ -	\$ -
2 - Property LAWN, SNOW, SALT	\$ 52,500.00	9.51%	\$ 4,995.00	\$ 4,995.00
3 - Property BUILDINGS, SIGNAGE, GENERAL Repairs and Maintenance	\$ 20,900.00	1.32%	\$ 275.00	\$ 275.00
4 - Capital Expenditures - Upgrades or 15% of Budget or Major Repair	\$ 61,500.00	0.00%	\$ -	\$ -
5 - General Administrative Expenditures	\$ 57,500.00	6.35%	\$ 3,653.94	\$ 3,653.94

<b>Expenses by month:</b>	\$ 8,923.94	\$ 8,923.94
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