

Veranda Board of Directors Meeting Minutes
Tuesday, October 18, 2022, 5:15pm

Board Members:

Tom Cumpson, Galen Miller, Dr. William Spitler, Dr. Lyn Schmid, Jennica Brodeur

Item 1: The meeting was called to order at 5:15PM.

Item 2: The board unanimously approved the September 2022 meeting minutes via email, and they were distributed to the community and posted on the website.

Item 3: A&L Committee Report/Social Committee

A. Dr. Spitler provided the following A&L Updates:

1. 1454 Drake Door and Shutters Painted - Approved
2. The Executive Board discussed the seasonal and holiday decoration regulations.
3. 1310 Banner Basketball Hoop - Approved

B. Jennica Brodeur provided the social committee updates.

Item 4: Unfinished Business

- a. Sidewalk Grinding – WCPAM noted that sidewalk grinding was underway, and the vendor had a few areas left to complete.
- b. Tree removal at 1414 Picket – RPI is working on a date for this work.
- c. HO Inspection Date – WCPAM will schedule the next inspection for 2023.
- d. WCPAM discussed a few violations with the Executive Board.
- e. WCPAM noted there was still a year left on Veranda’s snow contract with RPI.

Item 5: Financials

- A. The board unanimously approved the September 2022 financial packet.
- B. The board reviewed and approved the 2023 budget. WCPAM and Galen Miller met to create 2023 draft budgets. The Executive Board unanimously approved the 2023 budgets.

Item 6: New Business

A. The Executive Board reviewed the annual meeting agenda.

Adjournment – 6:45pm

Veranda Neighborhood Association
2022 Annual Meeting Minutes

Board Members:

Tom Cumpson, Galen Miller, Dr. William Spitler, Dr. Lyn Schmid, Jennica Brodeur

WCPAM established a quorum and the meeting commenced at 7:00pm.

Item 1: Introduction and Welcome: President Tom Cumpson welcomed residents that attended in-person and via Zoom.

Item 2: State of the Association:

A. 2022 Accomplishments – President Tom Cumpson reviewed the 2022 accomplishments with community members as follows:

“Our mission statement is to cultivate and preserve a community of homes and landscape that endures and improves with age.

2022 Accomplishments:

- The highlight of 2022 goes to you the homeowners in Veranda. You are doing an excellent job of maintaining your property; utilizing the A&L process; recognizing that we have rules and regulations and following them; and you have supported the efforts of the social committee to create a welcoming/participative environment. Thank you. Collectively you are continuing to make Veranda a great place to live as well as a desirable community to move into. You should be proud.
- Some of the things that were done/will be completed by year end to enhance Veranda:
 1. A speed limit sign was installed on Banner at the Sylvan Rd entrance. It serves as a reminder that the speed limit throughout the community is 25MPH.
 2. A bench was replaced by the pond. As our benches age they will be replaced with more durable models.
 3. Eight parcel boxes were repaired at the mailbox kiosks. Most were the result of keys lost or taken.
 4. Sidewalk repairs will take place within the next several weeks at spots where the tree roots from the beauty strip trees have disrupted the sidewalk by at least 1 1/2 ". We will try a more cost-effective remediation of grinding as opposed to removal and replacement. There are 20 spots throughout the community this will be done. This is a reminder that all other sidewalk related issues are the responsibility of the homeowner and not the HOA.
 5. We are replacing two Bradford Pears on Picket from storm damage. We will also assess the health of all other Bradford Pears within the community and decide an appropriate course of action.
 6. We will replace 3 trees in the beauty strip on Hammock and Banner and an evergreen on the Drake Ln walking path that are dead or dying of disease.
 7. We will treat the mature red maples which suffered from cottony maple scale this past summer for protection next year.”

- B. 2022 Financial Report – Galen Miller and WCPAM reviewed the 2022 financial reports and homeowners were provided with budget vs. actual reports and a 2022 financial snapshot.

Item 3: Old Business/Committee Reports:

- A. A&L Committee Updates – Dr. Spitler reviewed the A&L process with community members and reminded community members that they can find helpful information about the A&L process by visiting: www.VHOA.info
- B. Seasonal and Holiday Decoration Reminders – Dr. Spitler reviewed the Association’s seasonal and holiday decorations policy with the community that was first approved on 10/23/2020:

Seasonal and Holiday Decoration Rules & Regulations

At a regularly scheduled meeting (10/23/2020) of the Veranda executive board, the executive board in consideration of a committee’s draft of the *Seasonal and Holiday Decoration Rules and Regulations* policy, approves the policy as outlined below. Motioned by Lyn Schmid, seconded by Galen Miller and unanimously approved. The policy will immediately go into effect.

Flags:

- *Display of the American flag is encouraged in accordance with established flag etiquette
- *Historical, service, international, state, school, team, seasonal, and holiday flags are permitted
- *Commercial and political flags (regardless of size, shape, or material) are NOT permitted
- *One freestanding flagpole and two flag mounts are allowed
- *A maximum of two approved large flags may be displayed simultaneously
- *Small, approved yard flags are permitted
- *Approved bunting and banners are permitted

Decorations:

- *Any portion of the home and yard, except for the roof, may be decorated
- *Seasonal decor may only remain for a maximum of three months
- *Holiday decor is allowed for up to 30 days before and after the given holiday

Permitted decorations:

- Plaques, welcome signs, and the like on doors and porches
- Planters and pots
- Real or artificial greenery
- Clear and multicolor lights on homes and in yards
- Window candles
- Approved yard flags

Prohibited:

- Rooftop decoration
- Inflatables
- Projected images
- Outdoor audio
- Objects over 5' tall
- Objects in beauty strip
- Yard signs

C. Social Committee Updates - Jennica Brodeur thanked all residents that have participated in the various social committee events in 2022. Residents have responded well to the food truck events, wine and cheese, chili cookoff/car show, and various holiday gatherings. Jennica was pleased to note that Santa would be back in Veranda for the holidays!

Item 4: New Business: (GM & WCPAM)

- A. 2023 Budget Presentation – WCPAM and Galen Miller reviewed the 2023 budgets with the community. For 2023, Veranda singles' dues are \$70.00 per month and Veranda Towns/Carriages are \$185.00 per month.
- B. Board Election – Tom Cumpson was reelected to serve on the Executive Board.

Item 5: Member Q&A session

1. A homeowner asked if the Executive Board could investigate services to assist elderly homeowners with various tasks to maintain the exterior of their homes. The Executive Board explained that this is not a function of the HOA but noted that residents could investigate various assistance programs or ask neighbors for help.
2. A homeowner explained that her shrubs are dead, and she wanted to know when RPI would replace them. The Executive Board will follow up with the homeowner.

Item 6: Adjournment – 8:23pm

Veranda Agenda & Financial Snapshot
Ending CH/Savings Balances Date: September 30, 2022

Ending Balances for Checking & Savings account as of September 30, 2022:

Checking - \$6,524.59

Savings - \$65,994.52

Total - \$72,519.11

*CD Account Information

- CD 1960 - Balance is \$27,911.36 – Common Reserve
- CD 1979 - Balance is \$31,205.19 – Towns & Carriages Reserve
- CD 1755 - Balance is \$51,521.41 – Common Reserve
- CD 1798 - Balance is \$25,722.09 – Common Reserve
- CD 4366 - Balance is \$31,037.09 – Towns & Carriages Reserve
- CD 5645 - Balance is \$51,179.89 – Common Reserve
- CD 5653 - Balance is \$52,447.31 – Common Reserve

Total CD Portfolio - \$271,024.34

2022 Home Sale Totals: 9

1/5/2022	Veranda Common Area	1421 Hammock Way - Joshua & Portia Hoeg
8/4/2022	Veranda Common Area	1432 Amberly Street - Nathan & Emily Daggett
8/8/2022	Veranda Common Area	1404 Banner Drive - Suzanne Wenderoth
10/14/2022	Veranda Common Area	1294 Banner Drive - Mary McManaman
1/9/2022	Veranda Towns & Carriages	1458 Drake Lane - Paul Sheaffer
8/8/2022	Veranda Towns & Carriages	1440 Drake Lane - W. Terrence & Christine Kurek
8/25/2022	Veranda Towns & Carriages	1459 Hammock Way – N. Skiadas & C. Curley
5/26/2022	Veranda Towns & Carriages	1443 Drake Lane - Divakar Amin
6/7/2022	Veranda Towns & Carriages	1443 Hammock Way – R. & Catherine Gundlach

Budget vs. Actuals						
Veranda Towns & Carriages - 2022 Veranda Towns & Carriages						
	9/1/2022 - 9/30/2022			1/1/2022 - 12/31/2022		
Account	Actual	Budget	Over Budget	Actual	Budget	Over Budget
Income						
Association Fee Income	\$3447.00	\$0.00	\$3447.00	\$38405.00	\$0.00	\$38405.00
Association Fee Income: TC	\$6005.00	\$6600.00	-\$595.00	\$63860.00	\$79200.00	-\$15340.00
Convenience Fee	\$0.00	\$0.00	\$0.00	\$46.45	\$0.00	\$46.45
Late Fee Income	\$0.00	\$100.00	-\$100.00	\$50.00	\$1200.00	-\$1150.00
Other Income	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00
Total for Income	\$9452.00	\$6700.00	\$2752.00	\$102511.45	\$80400.00	\$22111.45
Expense						
Association Fees	\$3447.00	\$0.00	\$3447.00	\$35588.00	\$0.00	\$35588.00
Veranda T&C General Landscaping	\$19718.10	\$5000.00	\$14718.10	\$75220.56	\$67400.00	\$7820.56
Veranda T&C Landscape Replacement	\$0.00	\$0.00	\$0.00	\$2598.00	\$0.00	\$2598.00
Veranda T&C Snow Removal	\$0.00	\$0.00	\$0.00	\$7499.00	\$13000.00	-\$5501.00
Total for Expense	\$23165.10	\$5000.00	\$18165.10	\$120905.56	\$80400.00	\$40505.56
Net Operating Income	-\$13713.10	\$1700.00	-\$15413.10	-\$18394.11	\$0.00	-\$18394.11
Non-operating Income						
Veranda Common Reserve	\$0.00	\$0.00	\$0.00	\$1250.00	\$0.00	\$1250.00
Total for Non-operating Income	\$0.00	\$0.00	\$0.00	\$1250.00	\$0.00	\$1250.00
Net Non-operating Income	\$0.00	\$0.00	\$0.00	\$1250.00	\$0.00	\$1250.00
Net Income	-\$13713.10	\$1700.00	-\$15413.10	-\$17144.11	\$0.00	-\$17144.11

Budget vs. Actuals						
Veranda Common Area - 2022 Veranda Common Area Budget						
	9/1/2022 - 9/30/2022			1/1/2022 - 12/31/2022		
Account	Actual	Budget	Over Budget	Actual	Budget	Over Budget
Income						
Association Fee Income	\$7575.00	\$12415.00	-\$4840.00	\$83239.50	\$148980.00	-\$65740.50
Association Fee Income: TC	\$3447.00	\$0.00	\$3447.00	\$35393.00	\$0.00	\$35393.00
BANK INTEREST	\$0.60	\$0.00	\$0.60	\$12.34	\$0.00	\$12.34
Convenience Fee	\$3.84	\$0.00	\$3.84	\$42.24	\$0.00	\$42.24
Late Fee Income	\$0.00	\$58.33	-\$58.33	\$0.00	\$700.00	-\$700.00
NSF Fee Income	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	\$20.00
Reimbursement	\$0.00	\$0.00	\$0.00	\$702.42	\$0.00	\$702.42
Total for Income	\$11026.44	\$12473.33	-\$1446.89	\$119409.50	\$149680.00	-\$30270.50
Expense						
Association Fees	\$85.00	\$0.00	\$85.00	\$170.00	\$0.00	\$170.00
Bank Fees	\$4.95	\$0.00	\$4.95	\$36.65	\$0.00	\$36.65
Capital Reserve Transfer	\$1165.10	\$1241.50	-\$76.40	\$10485.90	\$14898.00	-\$4412.10
Veranda "Common" Accounting	\$31.00	\$41.67	-\$10.67	\$1235.47	\$500.00	\$735.47
Veranda "Common" Electric	\$1355.09	\$916.67	\$438.42	\$11111.99	\$11000.00	\$111.99
Veranda "Common" General Maint.	\$403.94	\$166.67	\$237.27	\$593.94	\$2000.00	-\$1406.06
Veranda "Common" Insurance	\$0.00	\$0.00	\$0.00	\$4777.00	\$5161.00	-\$384.00
Veranda "Common" Landscaping	\$16628.59	\$5666.67	\$10961.92	\$66653.60	\$68000.00	-\$1346.40
Veranda "Common" Management Fees	\$2291.67	\$2416.67	-\$125.00	\$20625.03	\$29000.00	-\$8374.97
Veranda "Common" Misc G&A	\$0.00	\$41.67	-\$41.67	\$0.00	\$500.00	-\$500.00
Veranda "Common" Pond Maint.	\$606.00	\$588.00	\$18.00	\$3776.96	\$2940.00	\$836.96
Veranda "Common" Postage	\$0.00	\$41.67	-\$41.67	\$0.00	\$500.00	-\$500.00
Veranda "Common" Snow Removal	\$0.00	\$923.02	-\$923.02	\$4019.26	\$11076.25	-\$7056.99
Veranda "Common" Sprinkler System	\$300.95	\$0.00	\$300.95	\$1673.96	\$2104.75	-\$430.79
Veranda "Common" Water	\$90.18	\$166.67	-\$76.49	\$272.65	\$2000.00	-\$1727.35
Total for Expense	\$22962.47	\$12210.85	\$10751.62	\$125432.41	\$149680.00	-\$24247.59
Net Operating Income	-\$11936.03	\$262.48	-\$12198.51	-\$6022.91	\$0.00	-\$6022.91
Net Non-operating Income	\$0.00	\$0.00	\$0.00	\$1000.00	\$0.00	\$1000.00
Net Income	-\$11936.03	\$262.48	-\$12198.51	-\$5022.91	\$0.00	-\$5022.91

