

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
January 27, 2021 - 7:05 p.m.
GoToMeeting

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:05 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
Dave Smith	Director
Shaaron Fisher	Director

Present:

Community Association Manager – Lisa Bloomer
12 Unit Owners

2. **Open Forum**

L. Pavuk and J. Pace had questions regarding the 2021 Budget/Reserve Study. Clarifications were provided and accepted.

3. **Secretary's Report**

The Board of Directors reviewed the minutes of the November 18, 2020 meeting. S. Fisher provided a correction that she was not in attendance. A motion was made by R. Holm to approve the minutes of November 18, 2020 with the correction. The motion was seconded by D. Smith. All in favor, motion carries.

4. **Treasurer's Report**

Glenabby Condominium Association Treasurer's Report for 1/27/2021 submitted by A. Allen

Financial numbers are final for 2020. Notable highlights of financial records as of 12/31/2020:

Operating Account cash on hand		\$43,764.65
Reserve funds		\$290,081.85
CF Bank	\$134,158.48	
Wright Patterson	\$155,923.39	
Net Income		\$53,782.86
Operating Net Income	\$20,718.45	
Reserve Net Income	\$33,064.41	

Transfer from the Operating Account to the Reserve Account:

\$8,832.65

5. **Manager's Report**

L. Bloomer reported complete agreement with the year-end financial report shown above.
L. Bloomer submitted the board with Spectrum report submitted 10/27-12/26/2020, settlement report (3 sales in 2020, none in 2021), violation report (none), six pre-paid unit owners for \$3605.00, and past due report (7-unit owners for \$1959.13).

6. **Social Committee**

Due to the Covid-19 pandemic restrictions, social activities remain on hold.

7. **Old Business**

- a. Reserve Study – The final version, Revision 4, was received. See New Business.
- b. Annual Meeting – Still tentatively scheduled for April 21, 2021 at 7:00PM.
- c. ChemCoat – Will be back to address concerns in the spring.
- d. DLL Landscaping – Removed and replaced dead tree in front of 6250 Glenabby Dr.
- e. Neff Paving – Will submit revised quotes for street/concrete repairs to be completed in 2021.

8. **New Business**

- a. Reserve Study - A motion was made by D. Smith that the board adopt Revision 3 and disregard Revision 4 since Revision 3 showed a surplus that could be buffer against potential unit owner assessments if costs are overrun. Discussion ensued which included the fact that Rev. 3 had used some erroneous figures. The decision was made that the board will make every effort to adhere to the budgeted figures and proceed with Rev. 4. There was no second to the motion. The motion did not proceed. Another motion was made by A. Allen to adopt Revision 4 of the Reserve Study. The motion was seconded by R. Holm and approved by a vote of 4 – 1 with D. Smith dissenting. The Reserve Study will be posted on TownSq.
- b. Financial Committee – A motion was made by D. Smith that a financial committee be established to review monthly income, expenditures, and reporting. This committee would report any irregularities to the board as well as vet contractors for major capital projects. The motion was not seconded and did not proceed.
- c. Audit – A motion was made by D. Smith to adopt Associa's recommendation in their 1/25/2021 blog of to complete annual audits of the association's financial records. Discussion ensued that revealed a cost of \$3300-\$4500 to accomplish this which was not included in the budget. The motion was not seconded and did not proceed. A decision was made to review this item for the 2022 budget.
- d. Budget/Reserve – A motion was made by A. Allen to transfer \$8832.65 from the Operating Account to the Reserve Account. During discussion, D. Smith requested that, for purposes of clarity, this transfer not be reflected in the 2021 Income and Expense Report. This was not deemed possible with Associa's accounting practices which we agreed to follow. The motion was seconded by R Holm. All in favor, motion carries.
- e. Recycling – Costs to implement recycling in the community were pursued. Rumpke can offer single stream cart service for the community but it would require at least 50% of the community to participate. The additional cost would be \$3.50/month per participating unit. The board will send the recycling information to the unit owners and pursue those interested to see if this can be implemented.

- f. Electronic Annual Meeting Amendment - Due to the high unbudgeted costs to pursue this and the current progress being made with vaccines for the coronavirus, the board elected not to pursue this at this time. We will continue to monitor the pandemic situation and address this later if necessary.
- g. Unit Repairs – The concrete porch repair for 5278 Bridwell Lane has been approved and a vendor contacted. The repair will be done as soon as weather permits. The possible structural damage at 5246 Bridwell Lane will be assessed by a structural engineer.
- h. Community Walk-through – The Board of Directors plans to do the annual community walk-through in April 2021.

9. **Next Meeting**

The next Board of Directors meeting is February 24, 2021 at 7:00PM.

10. **Adjourn**

A motion to adjourn was made by R. Holm. The motion was seconded by A. Allen. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary:

Joseph C. Santillo

Date: January 28, 2021

Property of glenabby.org

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
February 24, 2021 - 7:00 p.m.
GoToMeeting

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:07 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
Dave Smith	Director
Shaaron Fisher	Director

Present:

Community Association Manager – Lisa Bloomer
 13 Unit Owners

2. **Open Forum**

L. Pavuk asked about availability of the 2021 Budget/Reserve Study. It was noted that it has been posted on TownSq. R. Holm agreed to assist J. Pace on the procedures to post announcements on TownSq. S. Young asked the community for references for the addition of a fenced patio to her unit.

3. **Secretary’s Report**

The Board of Directors reviewed the minutes of the January 27, 2021 meeting. A motion was made by R. Holm to approve the minutes with one correction to the next meeting date. The motion was seconded by A. Allen. All in favor, motion carries.

4. **Treasurer’s Report**

Glenabby Condominium Association Treasurer’s Report for 2/24/2021 submitted by A. Allen

As of January 31, 2021:

Operating Account cash on hand		\$51,579.99
Reserve funds		\$295,607.27
CF Bank	\$139,512.41	
Wright Patterson	\$156,094.86	
Net Income		\$6,032.42
Operating Net Income	\$546.05	
Reserve Net Income	\$5,486.37	
Transferred from the Operating Account to the Reserve Account:		\$8,832.65
Unit Owner Assessment Differential		\$8,692.87
Past Due Assessments	-\$1,339.13	
Prepaid Assessments	\$10,012.00	

Motions to codify beginning of year activity:

ANNUAL FINANCIAL MOTIONS:

1. I move that the Glenabby Condominium Association Budget for fiscal/calendar year 2021 which totals \$224,332.00 be recognized as adopted. The 2021 budget was mailed to unit owners in November 2020, approved and adopted at the November 2020 Glenabby Condominium Association Board Meeting and is posted on TownSq. Additionally, it will be attached to the February 2021 Board Meeting Minutes.
2. I move that \$186,624 be assessed equally to all owners of record. The assessment is due and payable in 12 equal monthly installments of \$243 on the first day of each month commencing January 1, 2021.
3. I move that the Board, acting through its treasurer and/or manager is authorized to expend the funds collected in accordance with the 2021 budget for recurring expenses. For non-recurring expenses a spending limit of \$1,500 for any one item of repair or replacement will be implemented, unless specifically authorized by the Board or provided for in the approved Budget of the Association. Emergency repairs that involve manifest danger to life or property, are immediately necessary for the preservation of the Property or safety of Owners and their guests or are required to avoid suspension of any necessary service to the Association, may be made by the Agent irrespective of the cost limitation imposed above.
4. I move that the Board, by majority vote, throughout the year may transfer unexpected expenses from one budget category to another as needed, staying within the total Budget for the year.
5. I move that all unexpended funds in the Operating Budget as of December 31, 2020 be allocated towards Reserves.

The five motions above were made by A. Allen and seconded by S. Fisher. All in favor, motion carries.

An additional motion clarifying the Reserve Study was made by A. Allen:

I move that the Reserve Study developed for the Glenabby Condominium Association by Building Reserves and posted on TownSq. be recognized as our Reserve Study moving forward.

The motion was seconded by R. Holm. All in favor, motion carries.

5. **Manager's Report**

L. Bloomer submitted the board with Spectrum report, a settlement report of 1 sale so far in 2021, a violation report (none), seven pre-paid unit owners for \$6198.00, and past due report (2-unit owners for \$896.13).

6. **Social Committee**

Due to the Covid-19 pandemic restrictions, social activities remain on hold.

7. **Old Business**

- a. Reserve Study – Posted on TownSq.
- b. Annual Meeting – Still tentatively scheduled for April 21, 2021 at 7:00PM.
- c. ChemCoat – Will be back to address concerns in the spring.
- d. DLL Landscaping – Back in the spring to plant bushes out front.
- e. Neff Paving – Will honor last year's quotation and will walk the community with us when the weather clears. We will be able to selectively pick quoted items to be done.

f. Recycling – A letter to the community will go out in April regarding interest. If 32+ units want to proceed, we will implement the program with an annual commitment using Associa’s current billing method of adding the fee (currently \$3.50/month) to the monthly association fee for the units that want to participate.

8. **New Business**

- a. Snow Removal – We are in year two of our two-year contract with Benchmark. We will likely pursue multiple bids before renewal. Overall, we are quite satisfied with their performance.
- b. Ice Damming/leaks – Five units reported ice damming, some with interior moisture damage. John DeRoche removed ice buildup at the five units. Able Roofing will be out to evaluate damage and make repairs.
- c. General discussion ensued about mail delivery issues, increased coyote activity in the area and the continued need to lock vehicles to help avoid theft.

9. **Next Meeting**

The next Board of Directors meeting is scheduled on March 24, 2021 at 7:00PM via GoToMeeting.

10. **Adjourn**

A motion to adjourn at 8:02 PM was made by S. Fisher. The motion was seconded by R. Holm. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary: _____

Joseph C. Santillo

Date: _____

3/24/2021

2021 Budget Breakdown Sheet attached

GLENABBY CONDOMINIUM ASSOCIATION
2021 Approved Budget
November 2020

OPERATING REVENUE

Association Fees	\$186,624.00
Water & Sewer	35,828.00
Cable Assessment	1,880.00
Clubhouse Use Fees	000.00
Total Operating Revenue	\$224,332.00

OPERATING EXPENSE

Administrative Expense	\$3,866.00
Insurance	20,000.00
Electric	4,400.00
Community Center Electric	550.00
Community Center Gas	1,000.00
Water & Sewer Administration	3,120.00
Water & Sewer	35,328.00
Community Center Water & Sewer	500.00
Trash Services	11,970.00
Landscape Services	41,675.00
Backflow Device	500.00
Snow Removal	6,000.00
Building Repair and Maintenance	10,000.00
Gutter Repair and Maintenance	3,000.00
Roof Repair and Maintenance	2,500.00
Community Center Maintenance	600.00
Accounting Services	350.00
Legal Services	1,600.00
Management Fees	8,562.00
Federal Income Tax	1,200.00
Contingency	1,451.00
Fee Increase Year to Year	2,560.00
Reserve Contribution	63,600.00
Total Operating Expense	\$224,332.00

CAPITAL RESERVE REVENUE

Capital Reserve Assessments	\$63,600.00
Interest	3,600.00
Total Capital Reserve Revenue	\$67,200.00

CAPITAL RESERVE EXPENSE

Street Expenses	\$35,800.00
Total Capital Reserve Expense	\$35,800.00

Property of glenabby.org

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
March 24, 2021 - 7:00 PM
GoToMeeting

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:02 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
Dave Smith	Director
Shaaron Fisher	Director

Present:

Community Association Manager – Lisa Bloomer

2. **Secretary's Report**

The Board of Directors reviewed the minutes of the February 24, 2021 meeting submitted by J. Santillo, Secretary. A motion was made by S. Fisher to approve the minutes as written. The motion was seconded by R. Holm. All in favor, motion carries.

3. **Treasurer's Report**

Treasurer's Report for 3/24/2021 submitted by A. Allen, Treasurer.

As of February 28, 2021:

Operating Account cash on hand	\$36,103.18
Reserve funds	\$309,906.60
CF Bank	\$153,694.02
Wright Patterson	\$156,212.58
Net Income	\$4,041.44
Operating Net Income	-\$15,783.31
Reserve Net Income	\$19,824.75

Transferred from the Operating Account to the Reserve Account:

	\$8,832.65
Unit Owner Assessment Differential	\$7,373.87
Past Due Assessments	-\$1,011.13
Prepaid Assessments	\$8,385.00

Snow Removal spent \$8,299.00 which is above our total budget of \$6,000.00 for the year.

Andi Allen, Treasurer, attended Boot Camp for Board Members offered by Kaman & Cusimano on 3/23/2021.

4. **Manager's Report**

Associa's February 2021 financial statement agreed with the Treasurer's Report (as shown above).

L. Bloomer submitted the board with a Spectrum (Edge) report, a settlement report of 1 sale in 2021, a violation report (none), an Associa task list, and as of 3/21/2021, a past due report (3 unit owners for \$1,349.13) and a pre-paid report (7 unit owners for \$5,246.00).

After the report, D. Smith made a motion that "each month we report the true operating loss or profit". After some discussion explaining the motion, there was no second. No vote was taken.

5. **Old Business**

- a. Annual Meeting will not be held on April 21, 2021 and will be scheduled when appropriate. R. Holm will post updates on TownSq.
- b. ChemCoat will return this spring to review issues and options. They are coordinating with S. Fisher to meet April 1st.
- c. DLL Landscaping will be out 3/26/2021-3/27/2021 to do landscaping.
- d. Neff Paving will be out the second week of April to review and make proposals.
- e. D. Smith objected to the Annual Financial Motion #4 that was approved at our last meeting, indicating that the phrase "...the Board, by majority vote, throughout the year may transfer unexpected expenses from one budget category to another..." was not allowed and should be eliminated. After much discussion regarding the definition of "transfer", D. Smith made a motion to eliminate motion #4, seconded by A. Allen. The motion passed 3:2 with S. Fisher and A. Allen dissenting.

6. **New Business**

- a. The accountant's contract to prepare Glenabby's 2020 Tax Return was signed by R. Holm and submitted.
- b. Middle Oak Insurance is leaving the market. Our insurance was recently renewed but we need to pursue a new carrier. D. Smith made a motion to get a sub-committee of board members to pursue a new carrier. There was no second and R. Holm stated that we will develop a plan to address this.
- c. Patio guidelines have been revised by J. Santillo and will be used for future requests upon approval.
- d. The Board will do the spring walk through on April 21, 2021.
- e. S. Fisher made a motion to pursue an engineer to evaluate water issues under our streets and provide a bid to resolve the problem. Lisa will contact BG Engineering to bid the work. Seconded by A. Allen. All in favor, motion carries.
- f. S. Fisher motioned that we research details regarding the \$52,000 reportedly allocated by Rockford 16 years ago for a walkway along Hamilton Road, allegedly from Glenabby Condominium to Warner Road. Seconded by R. Holm. All in favor, motion carries. S. Fisher will contact S. Linscott for contact name.
- g. L. Bloomer noted that she submitted forms for Glenabby Condominium to join the Northland Community Council.

7. **Next Meeting Date**

The next Board of Directors meeting is schedule on April 28, 2021 at 7:00 PM via GoToMeeting.

8. **Adjourn**

A motion to adjourn at 8:17 PM was made by R. Holm and seconded by A. Allen. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary:

Joseph C. Santillo

Date: April 28, 2021

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
April 28, 2021 - 7:00 PM
GoToMeeting

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:02 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
Dave Smith	Director
Shaaron Fisher	Director

Present:

Community Association Manager – Lisa Bloomer

2. **Secretary's Report**

Since the minutes of the March 24, 2021 meeting were distributed well prior to the Board meeting, D. Smith motioned to dispense with the reading. The motion was seconded by R. Holm. All in favor, motion carries. A. motion was made by R. Holm to approve the minutes as written. The motion was seconded by S. Fisher. All in favor, motion carries.

3. **Treasurer's Report**

Treasurer's Report for 4/28/2021 submitted by A. Allen, Treasurer.

As of March 31, 2021:

Operating Account cash on hand		\$34,780.06
Reserve funds		\$315,335.69
CF Bank	\$159,037.01	
Wright Patterson	\$156,298.68	
Net Income		\$13,908.82
Operating Net Income	-\$11,391.56	
Reserve Net Income	\$25,300.38	
Unit Owner Assessment Differential		\$7,676.87
Past Due Assessments	-\$1,202.13	
Prepaid Assessments	\$8,879.00	

4. **Manager's Report**

Associa's March 2021 financial statement agreed with the Treasurer's Report (as shown above).

L. Bloomer submitted to the board that the Spectrum (Edge) report was not yet available but she will update the manager's report as soon as it is received, a settlement report of 1 sale in 2021, a violation report (none), an Associa task list, and as of 4/26/2021, a past due report (1 unit owners for \$20.00) and a pre-paid report (10 unit owners for \$5,489.00).

5. **Old Business**
- a. Annual Meeting is still on hold. It will be scheduled when appropriate. R. Holm will post updates on TownSq.
 - b. ChemCoat will be contacted after the 2021 street/concrete repairs are completed.
 - c. Neff Paving bid received. Board will review and begin work as appropriate.
 - d. Spring walk through by the Board is scheduled for May 4, 2021.
 - e. Brian Kindinger (Brian Engineering) evaluated the water damaged asphalt issues in the community on April 14, 2021. His recommendations will be reviewed along with the Neff Paving work for appropriate action.
6. **New Business**
- a. An extension was filed for our 2020 Tax Return.
 - b. A. Allen proposed a new category on TownSq. to post older meeting minutes (prior to 2020). Associa will contact Condo Management of Columbus to obtain all meeting minute prior to Associa's involvement.
7. **Next Meeting Date**
- The next Board of Directors meeting is schedule on May 26, 2021 at 7:00 PM via GoToMeeting.
8. **Adjourn**
- A motion to adjourn at 7:45 PM was made by S. Fisher and seconded by J. Santillo. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary:

Joseph C. Santillo

Date: May 27, 2021

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
May 26, 2021 - 7:00 PM
GoToMeeting

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:05 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
Dave Smith	Director
Shaaron Fisher	Director

Present:

Community Association Manager – Lisa Bloomer

2. **Secretary's Report**

Since the minutes of the April 28, 2021 meeting were distributed well prior to the Board meeting, R. Holm motioned to dispense with the reading. The motion was seconded by J. Santillo. All in favor, motion carries. A motion was made by R. Holm to approve the minutes as written. The motion was seconded by S. Fisher. All in favor, motion carries.

3. **Treasurer's Report**

Treasurer's Report for 5/26/2021 submitted by A. Allen, Treasurer.

As of April 30, 2021:

Operating Account cash on hand		\$31,203.90
Reserve funds		\$320,851.17
CF Bank	\$164,377.49	
Wright Patterson	\$156,473.68	
Net Income		\$18,553.99
Operating Net Income	-\$12,215.33	
Reserve Net Income	\$30,769.32	

4. **Manager's Report**

Associa's April 2021 financial statement agreed with the Treasurer's Report (as shown above).

L. Bloomer submitted to the board the Spectrum (Edge) report 2/26/2021 – 4/26/2021, a settlement report of 1 sale in 2021, a violation report (none), an Associa task list, and as of 5/25/2021, a past due report (1 unit owner for \$280.00) and a pre-paid report (11 unit owners for \$5,138.00).

5. **Old Business**

a. Annual Meeting and Board Election is scheduled for June 30, 2021. By next week, Associa will send each unit owner a meeting packet which will include proxy and nomination forms. All five board seats are on the ballot. The longest terms will go to those receiving the most votes. The content of the meeting packets will be reviewed/approved by the Board before mailing.

b. To confirm the action taken in the May 18, 2021 Executive Meeting, A. Allen made a motion to accept the April 22, 2021 Neff Paving proposal in its entirety, including the options for new curbing and two seal coat applications. The total cost is \$38,478.00 with a 50% down payment. The motion was seconded by S. Fisher. All in favor, motion carries.

c. To ratify the vote taken by email, A. Allen made a motion to accept proposal #9336988 for Sentricon service from Plunkett's Pest Control for \$1125.00 with an annual renewal fee of \$300.00. The motion was seconded by R. Holm. All in favor, motion carries. Note, the contract has been signed and submitted.

d. The Community Walk Through was completed on May 18, 2021. The community looks very good overall, and the issues found were significantly less than last year. The Board will informally address some of the issues via email and/or TownSq to give unit owners the opportunity to ensure compliance with the rules. Where necessary formal notification will be initiated. It was also noted that bids will be pursued to trim back the trees growing too close to the buildings.

e. Associa has not yet received the old (prior to 2020) meeting minutes from Condo Management of Columbus. L. Bloomer will contact Jim Chew to obtain all meeting minutes prior to Associa's involvement.

f. It was confirmed that the Reserve Funds checkbooks, which were inadvertently destroyed by Associa, are being replaced at Associa's expense and will be maintained in the future by the Glenabby Board.

g. It was confirmed by Associa that bids for a new insurance company for Glenabby will be available before the 2022 Budget discussions begin.

6. **New Business**

a. It was noted that, due to lack of use for over a year, the clubhouse is in dire need of cleaning before the Annual Meeting. R. Holm will contact his cleaning service to bid the work.

7. **Next Meeting Date**

The next Board of Directors meeting will be the Annual Meeting and Board election. It is scheduled for June 30, 2021 at 7:00 PM in the Community Center/Clubhouse.

8. **Adjourn**

A motion to adjourn at 8:05 PM was made by R. Holm and seconded by S. Fisher. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary: _____

Joseph C. Santillo

Date: July 28, 2021

GLENABBY CONDOMINIUM ASSOCIATION

Notice of Annual Unit Owners Meeting

All Unit Owners of Glenabby Condominium Association are invited to the Annual Meeting of Unit Owners on June 30, 2021 at 7:00 p.m. The meeting will be held in the clubhouse. The major purpose of the annual meeting is to elect five directors to the Board. Two directors for two years and three directors for one year. If you cannot attend or do not wish to attend the annual meeting, please mail in your proxy or give to the person representing your proxy form. All voting will take place at the annual meeting.

The purpose of this meeting is to:

1. Approve the Minutes of the April 23, 2019 Annual Meeting.
2. Review the financial report of December 31, 2020.
3. Review the current financial report.
4. Elect five (5) Directors to serve on the Board. Two Directors for two years and three Directors for one year.
5. Answer general questions pertaining to the common elements. No individual concerns will be addressed at the annual meeting

If you have any questions, please contact Associa® Real Property Management, Inc. at 614-766-6500 or customerservice@rpmanagement.com.

By Order of the Board of Directors,



Lisa Bloomer, CPM®, CMCA®, AMS®, PCAM®
Director of Operations
Community Association Manager

The Board of Directors has hired the Association Attorney from Kaman & Cusimano to run the annual meeting and oversee the election.

Glenabby Condominium Association

Director Nomination Form

The Role of a Director: As a Director, you will represent all Unit Owners of Glenabby Condominium Association in making decisions on behalf of the Association. You will attend Board of Director Meetings, hire vendors, review architectural applications, approve the budget, abide by and enforce the Declaration & Bylaws and review the financial position of the Association.

If you would like to enter your name in nomination for the Board or would like to nominate unit owners whom you have confirmed will accept the nomination, please complete the following:

NAME _____

ADDRESS: _____

EMAIL: _____

PHONE: _____

INFORMATION ABOUT YOU OR THE PERSON YOU ARE NOMINATING

Please return no later than June 25, 2021 to:

Glenabby Condominium Association
C/o Associa® Real Property Management, Inc.
5550 Blazer Parkway, Suite 175
Dublin, OH 43017
Or
FAX: 614-792-9174
lbloomer@rpmanagement.com

Glenabby Condominium Association

Proxy Form

I, the undersigned Unit Owner, do hereby constitute and appoint _____
(or President of Board of Directors if left blank) for me and in my name, place, and stead,
to vote my proxy at the Annual Unit Owners Meeting of Glenabby Condominium
Association, to be held on **June 30, 2021** and at any adjournment thereof, according to
the number of votes I now or may be entitled to cast in voting for Directors of the
Association, and this will be used for quorum requirement.

This proxy shall expire at the adjournment of said Annual Meeting, or any adjournment
thereof.

Unit Owner Name (printed)

Unit Address

Unit Owner Signature

Date

You may return your proxy to Associa® Real Property Management, Inc. by **June 25, 2021** or have the person representing you file your proxy at the registration table the evening of the meeting.

Glenabby Condominium Association
C/o Associa® Real Property Management, Inc.
5550 Blazer Parkway, Suite 175
Dublin, OH 43017
Or
FAX: 614-792-9174
lbloomer@rpmanagement.com



Our Mission Statement
*Delivering unsurpassed management
and lifestyle services to communities worldwide.*

GLENABBY CONDOMINIUM ASSOCIATION

Annual Unit Owners Meeting Minutes

April 23, 2019 | 7:00 p.m. | Glenabby Clubhouse
5300 Glenabby Dr., Westerville, OH 43081

The Annual Unit Owners Meeting of the Glenabby Condominium Association was held on Tuesday April 23, 2019 at the Glenabby Clubhouse located at 5300 Glenabby Dr., Westerville, OH 43081. A total of 30 homes were represented either in person or by proxy. A copy of the official attendance of Homeowners is attached to the original set of these minutes. Amy Thompson and Brandi Smith of Associa Real Property Management, Inc. was also in attendance.

1. Call to Order

Jeff Kaman Esq. of Kaman and Cusimano called the meeting to order at 7:09 p.m. and established a quorum of homeowners was established.

2. Introduction of Board of Directors and Associa RPM

Rodger Holm introduced the current Board of Directors and Amy Thompson of Associa Real Property Management.

3. Nature and Function of the Association

Jeff Kaman Esq. discussed the nature and functions of the Association.

4. Secretary's Report

Jeff Kaman presented the minutes from the April 17, 2018 Annual Owner's Meeting. A motion was made by Bill Kammer to waive the reading of the minutes and approve the minutes from the April 17, 2018 Annual Owner's Meeting. Seconded by John Gentry. Motion carried unanimously.

5. Treasurer's Report

The financial report for December 2018 was presented by David Smith. The report was accepted by President, Rodger Holm.

6. Committees

Social Committee

Tara Lamson provided an update from the Social Committee. Cinco de Mayo get together will be on May 4, 2019 at 6 p.m.



*Our Mission Statement
Delivering unsurpassed management
and lifestyle services to communities worldwide.*

Garden Committee

Margaret Allen provided an update from the Garden Committee. The Garden Committee will be planting flowers at the clubhouse. The community garage sale will be May 17th and 18th from 7 a.m. to 2 p.m. The cost for advertising will be shared by those units participating.

Clubhouse Committee

Shaaron Fisher provided an update from the Clubhouse Committee. She shared that community volunteers cleaned the clubhouse. She also provided that the kitchen was organized and labeled. And the clubhouse carpets were cleaned.

7. President's Report

Rodger Holm presented the President's report. Rodger discussed the street repairs, Benchmark Landscaping and the Association's guidelines. Rodger also presented future repairs and items, which included: storm drain repairs, roofing repairs, clubhouse repairs and the reserve study update. Rodger presented the violation procedure. Rodger stated that the Board will receive the report from the management company and the Board will contact the owner. If the violation is not corrected after the Board reaches out to the Owner, a letter from the management company will be sent.

8. Election of Trustees

Jeff Kaman Esq. announced two (2) Board Members are to be elected for a two (2) year term each, and two (2) Board Members are to be elected for a one (1) year term each. Jeff Kaman indicated that Rod Holm, Andrea Allen, Shaaron Fisher, Joseph C. Santillo, James M. Pace and John B. Phillips, submitted a Nomination Form prior to the meeting and are listed on the ballot. Jeff Kaman opened the floor for additional nominations. There were no nominations from the floor, Harry Paulino made a motion to close the floor to nominations. Seconded by Patt Huggard. Motion carried unanimously. Jeff Kaman Esq. announced Rodger Holm and Joe C. Santillo to a two (2) year term, and Andrea Allen and Shaaron Fisher to a one (1) year term.

9. General Discussion

The floor was opened for questions and comments.



Our Mission Statement
Delivering unsurpassed management
and lifestyle services to communities worldwide.

10. Adjourn

A motion was made Thomas Fisher to adjourn the meeting at 8:20 p.m. Seconded by James Pace. Motion carried unanimously.

On Behalf of the Glenabby Condominium Board of Directors,

Amy Thompson, CMCA
Community Association Manger
Glenabby Condominium Association

Balance Sheet Report Glenabby Condominium Assoc.

As of December 31, 2020

	Operating	Reserves	Others	Total
Assets				
Operating Funds				
1000 - Union Bank-Operating 8425	43,764.65	0.00	0.00	43,764.65
Total Operating Funds	43,764.65	0.00	0.00	43,764.65
Reserve Funds				
1300 - Wright Patt RSRV #00	0.00	9.47	0.00	9.47
1310 - PM CFB MM #3545	0.00	134,158.46	0.00	134,158.46
1351 - CD Wright Patt – 8/24/2021 – 12M	0.00	155,913.92	0.00	155,913.92
Total Reserve Funds	0.00	290,081.85	0.00	290,081.85
Accounts Receivable				
1500 - Accts Receivables-Owners	779.13	0.00	0.00	779.13
Total Accounts Receivable	779.13	0.00	0.00	779.13
Prepaid Expenses				
1600 - Prepaid Insurance	3,089.70	0.00	0.00	3,089.70
Total Prepaid Expenses	3,089.70	0.00	0.00	3,089.70
Total Assets	47,633.48	290,081.85	0.00	337,715.33
Liabilities				
Accounts Payable				
2025 - Transfer Fee Payable	175.00	0.00	0.00	175.00
2060 - Insurance Payable	(221.84)	0.00	0.00	(221.84)
Total Accounts Payable	(46.84)	0.00	0.00	(46.84)
Accrued Expenses				
2395 - Other Accrued Expenses	3,579.39	0.00	0.00	3,579.39
Total Accrued Expenses	3,579.39	0.00	0.00	3,579.39

Balance Sheet Report Glenabby Condominium Assoc.

As of December 31, 2020

	Operating	Reserves	Others	Total
<u>Liabilities</u>				
Prepaid Assessments				
2550 - Prepaid Assessments	3,828.00	0.00	0.00	3,828.00
Total Prepaid Assessments	3,828.00	0.00	0.00	3,828.00
Other Liabilities				
2026 - New Account Setup Fee	75.00	0.00	0.00	75.00
Total Other Liabilities	75.00	0.00	0.00	75.00
Total Liabilities	7,435.55	0.00	0.00	7,435.55
<u>Owners' Equity</u>				
Owners Equity - Prior Years				
3000 - Operating Fund Balance	19,479.48	0.00	0.00	19,479.48
Total Owners Equity - Prior Years	19,479.48	0.00	0.00	19,479.48
Capital Reserves - Prior Years				
3102 - Replacement Reserve-Jan 1st	0.00	257,017.44	0.00	257,017.44
Total Capital Reserves - Prior Years	0.00	257,017.44	0.00	257,017.44
Total Owners' Equity	19,479.48	257,017.44	0.00	276,496.92
Net Income / (Loss)	20,718.45	33,064.41	0.00	53,782.86
Total Liabilities and Equity	47,633.48	290,081.85	0.00	337,715.33

Income Statement Report Glenabby Condominium Assoc. Operating

December 01, 2020 thru December 31, 2020

	Current Period		Year to Date (12 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
Income						
Assessment Income						
4000 - Operating Assessments	14,272.00	14,272.00	171,264.00	171,264.00	0.00	0.00
4085 - Water & Sewer Assessments	5,805.02	2,817.00	37,194.70	33,800.00	3,394.70	(3,394.70)
4110 - Cable Assessments	479.05	0.00	2,417.70	1,700.00	717.70	(717.70)
Total Assessment Income	20,556.07	17,089.00	210,876.40	206,764.00	4,112.40	(4,112.40)
Rental Income						
4400 - Clubhouse Use Fees	0.00	17.00	40.00	200.00	(160.00)	160.00
Total Rental Income	0.00	17.00	40.00	200.00	(160.00)	160.00
Collections Income						
4710 - Late Fees	50.00	0.00	200.00	0.00	200.00	(200.00)
4720 - Legal Assessments	0.00	0.00	345.00	0.00	345.00	(345.00)
4730 - Handling Charge	24.00	0.00	58.00	0.00	58.00	(58.00)
Total Collections Income	74.00	0.00	603.00	0.00	603.00	(603.00)
Investment Income						
4900 - Operating Interest	(4.47)	0.00	0.00	0.00	0.00	0.00
Total Investment Income	(4.47)	0.00	0.00	0.00	0.00	0.00
Total Operating Income	20,625.60	17,106.00	211,519.40	206,964.00	4,555.40	(4,555.40)
Expense						
Administrative						
5000 - General Administrative	427.10	342.00	1,992.83	4,100.00	(2,107.17)	2,107.17
5030 - Payment Notices	8.99	576.00	8.99	630.00	(621.01)	621.01
5080 - NSF Charges	30.00	0.00	90.00	0.00	90.00	(90.00)
5105 - Reserve Studies	1,347.50	0.00	2,695.00	0.00	2,695.00	(2,695.00)
Total Administrative	1,813.59	918.00	4,786.82	4,730.00	56.82	(56.82)

Income Statement Report Glenabby Condominium Assoc. Operating

December 01, 2020 thru December 31, 2020

	Current Period		Year to Date (12 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
Expense						
Insurance						
5400 - Insurance Premiums	1,544.83	1,562.00	18,416.50	18,750.00	18,750.00	333.50
Total Insurance	1,544.83	1,562.00	18,416.50	18,750.00	18,750.00	333.50
Utilities						
6000 - Electric Service	687.84	367.00	3,818.16	4,400.00	4,400.00	581.84
6005 - Gas Service	60.42	200.00	522.05	1,000.00	1,000.00	477.95
6020 - Water & Sewer Admin Costs	(240.00)	260.00	2,905.00	3,120.00	3,120.00	215.00
6025 - Water & Sewer	3,212.39	2,817.00	34,629.11	33,800.00	33,800.00	(829.11)
6030 - Clubhouse Water	97.66	42.00	248.90	504.00	504.00	255.10
6035 - Trash and Recycling Service	(855.93)	875.00	10,447.52	10,000.00	10,000.00	(447.52)
6075 - Clubhouse Electric	(289.40)	46.00	546.26	550.00	550.00	3.74
Total Utilities	2,672.98	4,607.00	53,117.00	53,374.00	53,374.00	257.00
Landscaping						
6100 - Landscape-Grounds Annual Contract	3,297.47	3,333.00	39,569.64	40,000.00	40,000.00	430.36
6110 - Landscape	0.00	0.00	345.56	500.00	500.00	154.44
6160 - Landscape-Arbor Care	0.00	0.00	337.53	4,000.00	4,000.00	3,662.47
Total Landscaping	3,297.47	3,333.00	40,252.73	44,500.00	44,500.00	4,247.27
Operations						
6310 - Backflow Device Inspection	0.00	0.00	485.00	500.00	500.00	15.00
Total Operations	0.00	0.00	485.00	500.00	500.00	15.00
Contracted Services						
6442 - Snow Removal Services	1,300.75	1,750.00	1,300.75	7,000.00	7,000.00	5,699.25
Total Contracted Services	1,300.75	1,750.00	1,300.75	7,000.00	7,000.00	5,699.25
Repair & Maintenance						
6515 - Building Repair & Maintenance	575.00	833.00	6,486.19	10,000.00	10,000.00	3,513.81
6525 - Clubhouse Repair & Maintenance	0.00	50.00	940.84	600.00	600.00	(340.84)

Income Statement Report Glenabby Condominium Assoc. Operating

December 01, 2020 thru December 31, 2020

Expense	Current Period		Year to Date (12 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
6620 - Gutter Repair & Maintenance	0.00	0.00	2,775.07	700.00	700.00	(2,075.07)
Total Repair & Maintenance	575.00	883.00	10,202.10	11,300.00	11,300.00	1,097.90
Professional Services						
7000 - Accounting-Audit/Review	0.00	0.00	245.00	0.00	0.00	(245.00)
7015 - Financial Services	0.00	0.00	27.00	300.00	300.00	273.00
7020 - Legal Services	650.00	0.00	1,300.00	1,600.00	1,600.00	300.00
7025 - Legal Services - Collections	0.00	0.00	345.00	0.00	0.00	(345.00)
7040 - Management Fees	694.00	696.00	8,310.00	8,328.00	8,328.00	18.00
Total Professional Services	1,344.00	696.00	10,227.00	10,228.00	10,228.00	1.00
Reimbursable Expenses						
8870 - Reimbursable Late Processing	0.00	0.00	112.50	0.00	0.00	(112.50)
8878 - Reimbursable Delinquency Handling	12.00	0.00	34.00	0.00	0.00	(34.00)
Total Reimbursable Expenses	12.00	0.00	146.50	0.00	0.00	(146.50)
Taxes						
9000 - Federal Income Tax	0.00	0.00	2,570.00	750.00	750.00	(1,820.00)
Total Taxes	0.00	0.00	2,570.00	750.00	750.00	(1,820.00)
Other Expenses						
9100 - Contingency Expense	0.00	0.00	0.00	536.00	536.00	536.00
9105 - Reserve Contribution Expense	4,608.00	4,608.00	55,296.00	55,296.00	55,296.00	0.00
Total Other Expenses	4,608.00	4,608.00	55,296.00	55,832.00	55,832.00	536.00
Reserve Expenses						
9104 - Perm Transfer Reserve Contribution E	0.00	0.00	(5,999.45)	0.00	0.00	5,999.45
Total Reserve Expenses	0.00	0.00	(5,999.45)	0.00	0.00	5,999.45
Total Operating Expense	17,168.62	18,357.00	190,800.95	206,964.00	206,964.00	16,163.05
Total Operating Income / (Loss)	3,456.98	(1,251.00)	20,718.45	0.00	0.00	(20,718.45)

Income Statement Report Glenabby Condominium Assoc. Reserves

December 01, 2020 thru December 31, 2020

	Current Period		Year to Date (12 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
Income						
Investment Income						
4900 - Operating Interest	4.47	0.00	4.47	0.00	4.47	(4.47)
4904 - Perm Transfer Reserve Contribution	0.00	0.00	(5,999.45)	0.00	(5,999.45)	5,999.45
4905 - Reserve Contribution Income	4,608.00	4,608.00	55,296.00	55,296.00	0.00	0.00
4910 - Capital Reserve Interest	317.12	333.00	4,140.64	4,000.00	140.64	(140.64)
Total Investment Income	4,929.59	4,941.00	53,441.66	59,296.00	(5,854.34)	5,854.34
Total Reserves Income	4,929.59	4,941.00	53,441.66	59,296.00	(5,854.34)	5,854.34
Expense						
Reserve Expenses						
9920 - Plumbing Expenses	0.00	0.00	13,105.25	0.00	13,105.25	(13,105.25)
9952 - Street Expenses	0.00	0.00	7,272.00	4,502.00	2,770.00	(2,770.00)
Total Reserve Expenses	0.00	0.00	20,377.25	4,502.00	15,875.25	(15,875.25)
Total Reserves Expense	0.00	0.00	20,377.25	4,502.00	15,875.25	(15,875.25)
Total Reserves Income / (Loss)	4,929.59	4,941.00	33,064.41	54,794.00	(21,729.59)	21,729.59
Total Association Net Income / (Loss)	8,386.57	3,690.00	53,782.86	54,794.00	(1,011.14)	1,011.14

GLENABBY CONDOMINIUM ASSOCIATION
Board of Directors Special Meeting
July 8, 2021 | 6:30 p.m. | Clubhouse
5300 Abby Gate Ave., Westerville, OH 43081

1. Call to Order

The meeting was called to order by Rod Holm at 6:40 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
Jim Pace	Director

Absent:

John Phillips	Director
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Associa Representatives present:

Lisa Bloomer	Community Association Manager
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2. Secretary's Report

J. Santillo made a motion to waive reading the previously distributed June 3, 2021 Executive Meeting Minutes and approve them as written. Seconded by R. Holm. The motion passed 3:0 with J. Pace abstaining.

3. Items Discussed/Actions Taken

a. R. Holm gave an update on the asphalt/concrete work currently underway by Neff Paving.

b. The termite issues and Plunkett's bids for treating were discussed. In addition to the one building already treated, five additional buildings and the Clubhouse were found to have termite infestation. A motion was made by R. Holm to accept Plunkett's bids for treating the additional buildings, not to exceed \$6750.00. Seconded by J. Pace. All in favor, motion carried.

c. Tree trimming for the community was discussed. Benchmark and Joseph Tree Service will be contacted to insure the items on their bids are comparable and to get their estimated timeframe for doing the work. Once received, the Board will decide and contract the work.

d. The roofing evaluation was discussed. Considering budget issues and the fact that Phase 1 of the roofing replacement will begin next year, the Board decided not to proceed with a blanket contract for roof repairs and will address individual roofing items on an as-needed basis.

e. R. Holm noted that the 2020 Tax Return was signed and returned to L. Bloomer at Associa.

f. A. Allen discussed the current budget situation and areas and where operating funds might be available to offset some of the unexpected expenditures that we are incurring. She also stated that she will check the new rates available and take appropriate action to renew the Wright-Patterson CD that

will mature in August. A. Allen will also take the necessary steps to change the names on the accounts and internet access with CF Bank and WPCU to reflect the new Board.

g. The TownSq. Demo/Q&A session by L. Bloomer and J. Santillo will be held at the Glenabby Clubhouse on Thursday, July 15, 2021 at 7:00 PM.

h. Rumpke recycling was discussed. R. Holm confirmed that we have exceeded the required number of participating Unit Owners to proceed with the program and that he will obtain signatures from several additional Unit Owners that were not present at the Annual Meeting but expressed an interest in the recycling program. The monthly cost will be confirmed, and the program will be initiated in January 2022.

4. Adjournment

R. Holm motioned to adjourn at 7:40 PM. Seconded by A. Allen. All in favor, motion carried.

Submitted by
Joe Santillo, Secretary

Approval by Secretary:

Joseph C. Santillo

Date: July 28, 2021

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
July 28, 2021 / 7:00 PM / Glenabby Clubhouse
5300 Abby Gate Avenue, Westerville, OH 43081

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:00 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
John Phillips	Director
Jim Pace	Director

Present:

Associa Community Association Manager – Lisa Bloomer

2. **Secretary's Report**

A motion was made by J. Santillo waive reading the previously distributed minutes of the May 26, 2021, BOD Meeting and approve them as written. The motion was seconded by R. Holm. The motion passed 3:0 with J. Pace and J. Phillips abstaining.

3. **Treasurer's Report**

Treasurer's Report for 7/28/2021 submitted by A. Allen, Treasurer.

As of June 30, 2021:

Operating Account cash on hand		\$36,407.15
Reserve funds		\$312,465.88
CF Bank	\$155,730.63	
Wright Patterson	\$156,735.25	
Net Income		\$11,758.42
Operating Net Income	-\$10,625.61	
Reserve Net Income	\$22,384.03	

All Reserve bank accounts have been updated to authorize current Board members

4. **Manager's Report**

Associa's April 2021 financial statement agreed with the Treasurer's Report (as shown above).

L. Bloomer submitted to the Board the Edge reports 4/27/2021 – 6/26/2021, and, as of 7/25/2021: a settlement report of 1 sale in 2021, a violation report (none), an Associa task list, and a past due report (1 unit owner for \$280.00).

5. **Old Business**

R. Holm reported:

a. Neff Paving having completed the concrete work and should complete asphalt repairs and sealing in August.

b. Plunkett's has completed their work on the six buildings plus the clubhouse that had termite infestation and will monitor per their contract.

c. Brian Kindinger (engineer) will be reviewing roofing issues and prioritizing needed work before the re-roofing project begins next year.

d. Recycling, utilizing small totes provided by Rumpke, will begin in January for the units that sign up for the one-year commitment. 34 unit owners have committed so far.

6. **Next Meeting Date**

The next Board of Directors meeting is scheduled for August 25, 2021, at 7:00 PM in the Community Center/Clubhouse.

7. **Adjourn**

A motion to adjourn at 7:20 PM was made by J. Pace and seconded by J. Santillo. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary: Joseph C. Santillo Date: August 26, 2021

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS August Meeting Minutes
August 25, 2021 | 7:00 p.m. GoToMeeting

1. **Call to Order**

The meeting was called to order by Rod Holm at 6:59 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary

Not present:

John Phillip	Director
Jim Pace	Director

Present:

Associa Community Association Manager – Lisa Bloomer

2. **Open Forum**

Approximately twelve Unit Owners were in attendance. Mark Ragor asked about contingency plans for the asphalt seal coating if there are weather delays. R. Holm will contact Neff Paving for their feedback.

3. **Secretary's Report**

A motion was made by R. Holm to waive reading of the previously distributed BOD Meeting Minutes of July 28, 2021 and approve them as written. Seconded by A. Allen. Motion passed 3:0.

4. **Treasurer's Report**

A. Allen presented the Treasurer's Report as of July 31, 2021:

Operating Account cash on hand		\$35,208.48
Reserve funds		\$318,027.31
CF Bank	\$161,158.97	
Wright Patterson	\$156,868.34	
Net Income		\$19,411.58
Operating Net Income	-\$ 8,533.88	
Reserve Net Income	\$27,945.46	

5. **Manager's Report**

Associa's July Financial Statement agreed with the Treasurer's Report (as shown above).

L. Bloomer submitted to the Board the Edge report through 7-26-2021 and, as of 8-24-2021: a settlement report of 1 sale in 2021, a violation report (none), an Associa task list, and a past due report of zero.

6. **Social Committee**

Debbie Rutan presented the details for the Annual Community Potluck Cookout on 8-28-2021 at 6:00 PM and that Bob Mains will lead the Social Committee and Sally Young will assume the Concierge duties upon her formal acceptance. Also, it was noted that Barb Epp had compiled a full inventory of items in the clubhouse.

7. **Old Business**

R. Holm gave updates for Neff Paving's asphalt work, Plunkett's (work completed), tree trimming, Brian Kindinger (engineer) building re-roofing selection and specifications, Recycling program (J. Pace to be liaison with Rumpke), Landscaping Bids (awaiting 5 Seasons and Central Ohio Landscaping), Curbing backfill and

seeding, Backflow testing (scheduled), Mulch savings, and drainage/flooding issues.

A. Allen made a motion to ratify the Board's Executive Meeting vote to approve GAC invest \$112,000 in a 12-month CD at .7% APR interest and the remainder of the current CD, approximately \$44,822 in a 9-month CD at .4% APR interest at Wright Patterson Credit Union when our current CD matures on August 24th. Seconded by J. Santillo. Approved 3:0.

8. **New Business**

None

9. **Next Meeting Date**

The next Board of Directors meeting will be a Board Members Only/2022 Budget Planning meeting on September 29, 2021. The next open Board Meeting will be October 27, 2021. The final Board Meeting of 2021 will be an open meeting on November 17, 2021.

10. **Adjourn**

A motion to adjourn was made by R. Holm at 7:30 PM. The motion was seconded by J. Santillo. All in favor, motion carries.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary:

Joseph C. Santillo

Date: October 3, 2021

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS September Meeting Minutes
September 29, 2021 | 7:00 PM | Clubhouse
5300 Abby Gate Ave., Westerville, OH 43081

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:00 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
John Phillips	Director
Jim Pace	Director

Present:

Associa Community Association Manager – Lisa Bloomer
Kaman & Cusimano LLC – Jeffrey E. Kaman, Esq.

2. **Open Forum / K&C Presentation**

There was no open forum. This was a closed meeting due to budget development discussions. Jeffrey E. Kaman, Esq. discussed Reserve Funding in his presentation including the effects of the Ohio Condominium Act and the Glenabby Condominium Declaration. The key point of the discussion was the need, per the Declaration, to keep two months' worth of assessments in the Operating account at the end of the year. The conclusion of the discussion was that it is not necessary as long as available funds in the Operating and Reserve accounts do not go below that amount. Since we are following the guidelines of the Reserve Study we will always have more than double the required amount.

3. **Secretary's Report**

A motion was made by R. Holm to dispense with reading the previously distributed Meeting Minutes for the August 25, 2021, Board of Directors Meeting and Executive Meeting. Seconded by J. Phillips. All approved, motion passed.

A motion was made by R. Holm to approve the above Meeting Minutes as written. Seconded by J. Phillips. All approved, motion passed.

4. **Treasurer's Report**

A. Allen presented the Treasurer's Report as of August 31, 2021:

Operating Account cash on hand		\$40,659.25
Reserve funds		\$323,490.90
CF Bank	\$166,502.58	
Wright Patterson	\$156,988.32	
Net Income		\$30,065.94
Operating Net Income	-\$3,343.11	
Reserve Net Income	\$33,409.05	

5. **Manager's Report**

Associa's August Financial Statement agreed with the Treasurer's Report (as shown above).

L. Bloomer submitted her reports as of 9-26-2021 which included the Edge Utility Report, a Past Due Report of \$629.00, Associa's Task List Report, the Settlement Report of 1 sale in 2021, and the Violation Report of none. She noted that a "friendly reminder" was sent to K. Wilson regarding a potential violation that was responded to and corrected. L. Bloomer also noted that a Code of Ethics form was distributed, and that J. Pace and J. Phillips should sign and return their forms to her.

7. **Old Business**

Updates were given for the Neff Paving asphalt work and Joseph's Tree Service trimming and replacement in November. It was noted that Brian Kindinger's roofing specifications were received and distributed. J. Pace reviewed the Recycling program. L. Bloomer updated bids for Landscaping (awaiting 1 more bid) and for curbing backfill and seeding (reached out to Benchmark). Bids for drainage/flooding issues are also being pursued. J. Santillo has requested updated Contact Information forms to revise the interactive map and public directories.

8. **New Business**

The 2022 Budget draft completed by L. Bloomer and A. Allen was reviewed in detail by the Board. The Budget will be revised based on the Board's input and redistributed by L. Bloomer. The proposed Budget will result in a \$23.00 increase in the monthly assessment for unit owners to \$266.00. The final Budget must be approved by October 30, 2021.

9. **Next Meeting Date**

The next Board of Directors meeting is October 27, 2021, at 7:00PM. It will be an open meeting held in the Clubhouse.

10. **Adjourn**

A motion to adjourn was made by J. Phillips at 9:10 PM. The motion was seconded by R. Holm. All in favor, motion carried.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary:

Joseph C. Santillo

Date: October 27, 2021

GLENABBY CONDOMINIUM ASSOCIATION
Board of Directors Special Meeting
October 19, 2021 | 7:00 PM | Clubhouse
5300 Abby Gate Ave., Westerville, OH 43081

1. Call to Order

The meeting was called to order by J. Santillo at 6:58 PM. A quorum of directors was established.

Directors present:

Andi Allen	Treasurer
Joe Santillo	Secretary
Jim Pace	Director
John Phillips	Director

Director not present:

Rod Holm	President
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2. Items Discussed/Actions Taken

a. The drainage issue and repair proposals for 5382 Bridwell Lane (Mussi's) were reviewed. J. Pace made a motion to proceed with "Estimate 1335" from S.A.T. Landscape Services. The motion was seconded by J. Phillips. Motion passed 4:0.

J. Santillo will contact Lisa Bloomer, Associa, to issue the purchase order. Once this work to determine the cause of the drainage issue is complete, the Board will take corrective action.

b. The need for contingency funds in the 2022 Budget was expressed by A. Allen. After discussion it was agreed that A. Allen will contact L. Bloomer, Associa, to generate a version of the Budget with an additional contingency fund item of \$3072.00 (or \$4 per unit per month). This Budget will be reviewed by the Board, along with the current draft of the 2022 Budget at the next Executive Meeting.

3. Adjournment

J. Santillo motioned to adjourn at 7:34 PM. Seconded by A. Allen. All in favor, motion carried.

Submitted by
Joe Santillo, Secretary

Joseph C. Santillo

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
October 27, 2021 / 7:00 PM / Clubhouse
5300 Abby Gate Ave., Westerville, OH 43081

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:00 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
John Phillips	Director
Jim Pace	Director

Present:

Associa Community Association Manager – Lisa Bloomer via phone

2. **Open Forum**

Bob Barker, Rumpke – presented the details for the recycling program and held a Q&A session for the unit owners in attendance. A brief open forum followed.

3. **Secretary's Report**

A motion was made by R. Holm to dispense with reading the previously distributed minutes from the Sept 29, 2021 BOD meeting and approve them as written. Seconded by J. Phillips. Motion passed 5:0.

4. **Treasurer's Report**

As of September 30, 2021:

Operating Account cash on hand		\$38,073.29
Reserve funds		\$328,910.70
CF Bank	\$171,843.02	
Wright Patterson	\$157,067.68	
Net Income		\$28,619.22
Operating Net Income	-\$10,209.63	
Reserve Net Income	\$38,828.85	

5. **Manager's Report**

Associa's September Financial Statement agreed with the Treasurer's Report (as shown above). L. Bloomer submitted reports as of 10-25-2021 which included the Edge Utility Report (7-27-2021 – 9-26-2021), a Past Due Report of \$68.00/1 Owner, the Settlement Report of 1 sale in 2021, and the Violation Report of none.

6. **Social Committee**

Bob Mains presented social committee items including a form available for Unit Owner input for new ideas or changes to existing events. The committee will review assigning concierge privileges to one member.

7. **Old/New Business**

R. Holm presented updates on the tree trimming/replacement to be done in November. A notice will be published in TownSq. He also discussed the plans for new roofing in the community as well as the recycling program. Finally, he noted that the 2022 Budget will be finalized in the following Executive Meeting and the details will be provided to Unit Owners. There was also discussion confirming that the social functions must be self-funded and could not legally be provided for in the community budget. Other items reviewed included the drainage issue at 5382 Bridwell and updating the public directories and interactive map for the community.

8. **Next Meeting Date**

The next Board of Directors meeting is November 17, 2021, at 7:00 PM in the Clubhouse.

9. **Adjourn**

A motion to adjourn was made by J. Phillips. The motion was seconded by J. Pace. All in favor, the motion carried.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary: _____

Joseph C. Santillo

Date: December 6, 2021

GLENABBY CONDOMINIUM ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
December 6, 2021 / 7:00 PM / Clubhouse
5300 Abby Gate Ave., Westerville, OH 43081

1. **Call to Order**

The meeting was called to order by Rod Holm at 7:01 PM. A quorum of directors was established.

Directors present:

Rod Holm	President
Andi Allen	Treasurer
Joe Santillo	Secretary
John Phillips	Director
Jim Pace	Director

Present:

Associa Community Association Manager – Lisa Bloomer

2. **Open Forum**

No discussion.

3. **Secretary's Report**

A motion was made by J. Phillips to dispense with reading the previously distributed minutes from the October 27, 2021 BOD and Executive Meetings and approve them as written. Seconded by R. Holm. The motion passed 4:0 (J. Pace arrived after the vote).

4. **Treasurer's Report**

As of October 31, 2021:

Operating Account cash on hand		\$36,210.35
Reserve funds		\$314,952.18
CF Bank	\$157,802.46	
Wright Patterson	\$157,149.72	
Net Income		\$19,305.32
Operating Net Income	-\$5,565.01	
Reserve Net Income	\$24,870.33	

5. **Manager's Report**

Associa's September Financial Statement agreed with the Treasurer's Report (as shown above). L. Bloomer submitted reports as of 11-17-2021 which included the Past Due Report of \$554.00/3 Owners, the Settlement Report of 1 sale in 2021, and the Violation Report of none. The Edge Utility Report 9-26-2021 - not available.

6. **Social Committee**

Bob Mains presented details of the Holiday Party scheduled for December 11, 2021.

7. **Old/New Business**

R. Holm presented an update for the planned roofing project for 2022. Bids are being sought and 5-6 building will be done next year. The recycling program was also reviewed noting that 38 units will participate in 2022. It was noted that the public directories and the interactive map have been updated. Finally, R. Holm reviewed the 2022 Budget highlighting prominent items that impacted the need to raise the monthly assessment (condo fee) to \$270.00. The floor was again opened to unit owners and some discussion followed. It was noted that the budget had been posted twice on TownSq. and a copy would be mailed out to each unit owner.

8. **Next Meeting Date**

The next Board of Directors meeting is scheduled for January 26, 2022, at 7:00 PM in the Clubhouse.

9. **Adjourn**

A motion to adjourn was made by J. Santillo at 7:28 PM. The motion was seconded by A. Allen. All in favor, the motion carried.

Minutes submitted by Joseph Santillo, Secretary, Glenabby Condominium Association Board of Directors

Approval by Secretary: _____

Joseph C. Santillo

Date: January 26, 2022