

## **RHHA Monthly Board Meeting Minutes November 25, 2024**

### **Attendance:**

- Betsy Geary, President
- Jeanne Agate, Vice President
- Laurie Kesick, Treasurer
- Bob Brakman, Board Member, Infrastructure Committee Chair
- Ram Pal, Board Member
- Dolores DiRe, Associa Property Manager (by phone)
- Catherine Flynn Hochheiser, Community Member, Meeting Minutes
- Howard Hochheiser, Community Member

Meeting called to order by Betsy Geary at 7:11 PM. We were not able to get the Google Meet up and running. Apologies to those who might have attempted to join the meeting.

### **Community Concerns**

Howard Hochheiser mentioned an interest in further discussion about EV charging accommodation at Rondout Harbor. It was stated that there is no current policy but should be further researched.

### **Corporate Transparency Act (CTA)**

- Betsy Geary stated that RHHA Board Members need to complete and file paperwork required by the CTA, new federal legislation aimed at preventing money laundering and fraud. It requires those with a “controlling influence” over finances to register Beneficial Ownership Information (BOI). Each Board member provided required information.

### **Motion:**

- Laurie made a motion to approve the minutes of the board meeting of October 30, 2024. Bob seconded it and there was unanimous approval.

### **Treasury/Finance Committee Report**

- Laurie discussed an outstanding invoice to UHY Advisors, which when asked to reissue, noted an additional charge of \$550.00. Laurie contacted UHY and left a message to discuss.
- Laurie left a message for On Call Now to cancel the subscription.
- Laurie reported that all CDs are getting interest as planned.

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- Laurie reported that she has many questions about the recent financials provided by Associa. She submitted those questions, and we are awaiting answers.
- Laurie reported that the General Ledger codes she requested in order to be more specific about expenditures have been assigned and will be included by December financial reports.
- Laurie will send the certified financials to board members when completed by the week of December 2, 2024.

### **Motion:**

Bob Brakman made a motion to include Laurie Kesick as an approved signatory on all accounts at Rondout Saving Bank. Jeannie Agate seconded it and there was unanimous approval.

Associa Manager's Report (including process for addressing arrears in HOA fees)

- Dolores from Associa
  - Discussion to identify and confirm the procedure when a homeowner is in arrears on HOA fees. The following procedure was identified and executed by Associa.
1. Homeowners have until the 10th of each month to stay current
  2. If payment is not received by the 11th of each month a \$29.00 fee is charged.
  3. If payment is not received after 30, 60, 90 days, a letter is sent requesting full payment.
- Continued discussion about the type of letter sent out by Associa. Betsy stated that there are discrepancies in the arrears report about terms and application of rules regarding a "Demand Letter" versus "Late Notice." Dolores stated she will send Betsy a copy of the "Demand Letter" sent out.
  - Discussion about the November arrears procedure given that November 11th was a holiday, and some homeowners were charged a late fee of \$29 despite the fact that their payment was likely sent to Associa on time but not processed by Associa until November 12th. Dolores agreed to let Betsy investigate it.
  - Discussion about the issue that four homeowners are inadvertently being charged an HOA fee of \$400 instead of the June 2024 increased fee of \$415. Betsy asked Dolores to mail a letter to homeowners to inform them that the fee is \$415 and not \$400.

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- Discussion about the need to get financial management documents into Associa's files. Betsy Geary will resend financial management policy to Associa. Associa will assess delinquencies and send out Lein letters on delinquencies over 6 months. Bob Brakman reiterated that the policies are based on time and not amount owed.
- Betsy asked Dolores if individuals can see their balances in Town Square and Dolores reported that they can see balances if they are signed up on TownSquare.
- Betsy asked Dolores to write an announcement for homeowners to review their balances and bring them up to date before the end of the calendar year. Dolores agreed to use voicemail, email and TSquare to announce.

### **Project and Committee Reports – Bob Brakman**

- Discussion concerning Workers Compensation for vendor removing trees. Ram will contact vendor to get required paperwork.
- Discussion of specs for carpentry repair. Betsy received a proposal from two NYS building inspectors and will look for two more.
- Bob sent in a report to Betsy on asphalt/road work, Bob reported that pot hole and crack filling is complete and that sealing will be done in Section 1 in the Spring. All sections will be re-stripped and numbered in the Spring.
- Bob reported that an RFP for decks will be re-issued early in the new year.
- Bob stated that he will redo a 10 year asphalt maintenance program.

### **General**

- Betsy completed and distributed a draft of first Quarterly Report to the Community (Fall Issue) Betsy requested edits if needed.
- Betsy noted the receipt of a letter from an attorney referring to an injury on the property. Betsy will contact the attorney.
- The Board agreed to cancel the December meeting and inform the community about the cancellation.
- The Board agreed to start monthly board meetings earlier with 6:00 - 6:30 PM Community Involvement and 6:30 - 7:30 Board Meeting.

The meeting was adjourned by Betsy Geary at 8:35 PM.

Submitted by: Cathy Flynn Hocheiser