

10 December 2020

From: Dave Sargent, President Chambertin Home Owners Association (HOA)

To: Chambertin Owners

Subject: December 2020 HOA Meeting

Fellow Owners,

I am writing this as a follow-up to the scheduled Chambertin HOA annual meeting that was scheduled for yesterday afternoon (9 December 2020) as a ZOOM meeting. Unfortunately, the notice was sent out on 30 October 2020 and we did not do an adequate job of reminding everyone; therefore we did not get a quorum to conduct business. In these strange times of lock-downs and limited travel, I think we can accomplish what was needed for decisions by doing a concurrence process via email. I have asked Eileen to set up a process to do this.

There were several actions scheduled for review, discussion and concurrence at the meeting as follows:

1. Minutes: Approve the minutes from last year's meeting. The minutes were distributed with the meeting notice on 30 October. **We need comments, additions and approval.**
2. Budget: Review and either approve or recommend modifications to the budget that was proposed by the Board of Directors (BOD) and sent out on 30 October. As has happened in other years where we did not get a quorum and in accordance with the By-Laws, since there was not a 67% or more vote at the meeting to reject the budget the budget is deemed approved. **We need approval of or recommended modifications to the budget.**
3. Directors: Elect a Director as follow-on to Joel Green's term that expired with this meeting. I have nominated Joel Green again for the position, the nomination was seconded by those present and Joel has agreed to continue if elected. **The action needed is to either vote for Joel or propose an alternative that members can consider and vote on.**
4. Other Business: There were three Other Business items that I had intended to discuss with Owners:
 - *The BOD decision on Operating and Reserve Assessments for 2021.* The BOD decision was to set the combined Quarterly Assessment at \$1950 with Operating being \$1458.33 and Reserve being \$491.67. This is a reduction from current \$2400 but we felt with the Reserve Fund now at approximately \$280K that we did not need to increase the Reserve Fund further, and that with a combination of limited borrowing at current low interest rates and use of some Reserve Funds we could accomplish needed maintenance and improvements while maintaining the Reserve Fund at approximately \$200K for emergencies going forward. **No action needed here.**
 - *The BOD's plans for 2021/2022 significant maintenance projects as recommended in the recent Reserve Study;* The major efforts for 2021/2022 that the BOD intends to accomplish are external siding repairs and painting/siding where needed and development and accomplishment of a major driveway replacement and upgrade. We intend to engage a civil engineer to assist in developing the details of the driveway project with which to solicit bids. **No action needed here.**
 - *Request for the Owners approval of an increase in BOD borrowing authority;* The Chambertin Bylaws paragraph 4.9.9 currently sets the BOD's authority to borrow funds for maintenance to not exceed \$10,000 without owner approval. This was set in the early 1980s. With interest rates

on various loan options now being quite low, the BOD requests that the limit be increased to \$150,000 without further owner approval. This will allow the BOD to finance maintenance projects with a combination of borrowed funds and Reserve funds with loan payments covered by the Reserve Fund. **We need approval to increase the limit in paragraph 4.9.9 of the Bylaws to \$150,00.00.**

5. I request that each owner consider these needed actions and decisions now so as to be able to respond promptly when Eileen circulates the concurrence correspondence. The BOD welcomes your comments and questions and hopes that all Owners will concur in our recommendations.

I look forward to being able to have the Owners meeting in person in 2021. Please stay safe and guard your health until the pandemic is behind us.

Regards, Dave Sargent