

Terrace Townhouses of Beverly Hills

Board of Directors Meeting

Minutes of October 9, 2024

Call to Order

The monthly meeting of the Terrace Townhouses of Beverly Hills Board of Directors was held on October 9, 2024, virtually via Microsoft Teams. The meeting was called to order at 7:08 p.m.

Roll Call

Board members present: Gary Burns (President), Sandy Seim (Vice President), Craig Bogle (Treasurer) and Pam Shover (Member at Large). Hailey Kinkade represented American Management of Virginia.

Homeowner Forum

The following unit owner was in attendance:

Pat Heflin, 1695 Kenwood Ave. She had a question about fall mulching (none scheduled) and advised that the area in front of her unit needed some landscaping. AMV will follow up.

Approval of Minutes

The minutes of the August 28, 2024, meeting were reviewed by the board members. Pam Shover moved to approve, Craig Bogle seconded, and all members voted aye for approval.

Officers Reports

The following officers provided reports:

PRESIDENT: Gary Burns outlined continuing care for the community including minor repairs and upkeep for the fall/winter season. He noted that the water hoses will be removed soon for the winter months. He also indicated that the fascia and rake board project that had been delayed was now underway and partially complete. Concrete work that had been delayed is also scheduled to start soon.

AMV will start to find a handyman to supplement the work of our porter, Robert Allen, who plans to scale back his availability.

Gary reminded the community that this year's annual meeting will be in person, with official notices to be mailed on October 21.

VICE PRESIDENT: No report

TREASURER: Reported that finances were healthy, and that budget tracking was as scheduled. We are waiting for accountants input to update the operating account vs reserve account balances.

Our Replacement Reserve account is trending toward a positive rebuild.

MEMBER AT LARGE: No report

AMV MANAGER: Reviewed a summary report now included in Board Monthly Reports, indicated that our concrete work would start very soon, and reiterated that the annual meeting is scheduled for November 12. Also, the window replacement at 1601 Kenwood has been completed.

Old Business

Fascia and rake board repair/replacement continues and will, weather permitting, be completed in a few months.

Chimney and fireplace repair/replacement project continues. AMV is working with Top Hat vendor to address those units that have not already responded.

New Business

The Board is working on a final 2025 budget that possibly includes a 3% condo fee increase to keep up with inflation. It will be approved before the annual meeting.

Executive Session

No executive session was needed.

Next Board Meeting

The next board meeting is tentatively scheduled to follow the annual meeting for the purpose of selecting officers for the next year.

Adjournment

The meeting was adjourned by unanimous consent at 8:24 pm.