

STRATFORD GARDENS BOARD MEETING

DATE: January 14, 2019

PLACE: Residence of Courtney Fadler

MEMBERS PRESENT: Kate, Courtney, Ari, Steve, Andy Funk, Megan, Brooke and Jim

CALL TO ORDER: The meeting was called to order at 6:40

AGENDA:

1. Approve last meeting's minutes.
 - a. Moved by Jim
 - b. Seconded by AriPassed unanimously
2. Andrew Funk was approved as a new board member. He will replace Mary Martin and complete her term. Jim moved to approve Andy, Courtney Seconded the motion which was passed unanimously.
3. Ari provided a summary of the Association's financial position. He pointed out that the Association continues to experience a decay in its financial reserves. Island maintenance and Security budget overruns appear to be the main factors which have led to the decay of financial reserves.
 - a) The board agreed that the options for resolving this trend were to raise dues and/or control and better budget expenses.
 - b) Jim suggested we have HAKC provide a detailed accounting of our reserve fund outflows. **Ari will coordinate with Patty at HAKC for such accounting.**
 - c) Andy suggested that it might be prudent to obtain a "Reserve Study" to determine what level of reserve is common and appropriate for similar organizations. He suggested HAKC might have such info. **Ari will follow up with HAKC.**
 - d) It was generally accepted that we need to control all costs. Reductions to Island maintenance, Social Activities, Annual Meeting, and other reductions were discussed with a consensus to reign in our costs. **Courtney will coordinate with KCPD to see if there is a way to control our security cost increases.**
 - e) If increasing annual assessments becomes necessary, it was suggested that we query HAKC to determine the process. **Ari will follow up with HAKC.**
 - f) It was also suggested that finding a way to reduce/collect delinquent dues and encourage non-members to join the association was appropriate.
4. Jim provided the board with an excel worksheet which detailed all non-members and property owners with delinquent dues. Jim also provided the board with sample letters

which he suggested serve as “gentle” encouragement for non-members and delinquent dues payers. He further suggested that if we send these letters and get no response, we follow with another friendly letter reminding owners that they agreed to be paying members and that the Board has a mandate to protect the Association’s financial wellbeing. He asked all board members to review and provide comments/suggestions to the provided letters. The board agreed to sending the letters and:

- a. **All members will provide Jim with any comments/suggestions they have ASAP.**
- b. **Jim will then coordinate with HAKC to have the appropriate letters delivered.**
- c. **Megan and Brooke will make personal membership requests of the Becks and Pipers.**

Courtney advised the Board that a new Association database was developed as part of the process of creating, printing and delivering the new neighborhood directories. As part of that process, we also now have an updated email database.

5. Steve provided a briefing which detailed three options for Island maintenance for the upcoming year. His briefing included a historical review of maintenance and utility costs and projections. The options including tax and allowances were:
 - a. Same services as the past year – 7336.05
 - b. Reduced option – 6538.96
 - c. Basic service – 5526.00

After some discussion the board agreed to go with Suburban’s “Reduced” option proposal which should reduce our yearly island maintenance costs by approximately \$800. **Steve will finalize the contract with Suburban.**

6. Megan briefed the Board on the ongoing PIAC project. The city and contractors are proceeding with the installation of the Urn on 63rd Terrace. The Board reviewed the questions raised at the last meeting and the responses Megan obtained from the City and then agreed and reaffirmed that our questions were resolved and that we would proceed with the improvements to the island at the intersection of Huntington and 60th Ter. **Megan will sign and deliver the contract to the city to begin the process.**
7. Steve and Ari confirmed that the snow removal process seems to be working well and with reduced costs over last year. There was some discussion reference salt application and **Steve agreed to obtain a definitive salt application cost from Beerman.** Steve reaffirmed that the snow removal process is automatic.

ADJOURNMENT: The meeting was adjourned at 8:07 PM