



HAWK RIDGE

Board Meeting Minutes

DECEMBER 4TH, 2024

Community Room

Call to Order: Sharon called the meeting to order at 5:00pm.

Board Members Present: Sharon Canfield, Mary Fay, Patricia Hurley, George Chahine, Jon Goetz

Others Present: Tom Hill (Matik Management), Pete Caflisch

I. Administration

1. Board of Directors

- A.** Without a quorum, the Bylaws require the current Board to appoint members to the upcoming Board of Directors.
- B.** The nominations received at the annual meeting included Jon Goetz, Mary Fay, and Pete Caflisch.
- C.** Patricia made a motion to appoint all three to the 2025 Board of Directors. Mary provided a 2nd, and the motion passed unanimously.

II. Financial

1. Balance Sheet: \$377,837.25

2. Budget Comparison

- A.** The Board reviewed the expenses for November.
- B.** Overall, expenses were \$1,958 over budget for the month, but still \$9,026 under budget year to date.

3. Capital Plan

- A.** The Board discussed some of the capital items and when they are scheduled. The entire plan will be analyzed again at an upcoming meeting.

III. Landscaping/Maintenance

1. Key Cards

- A.** As a reminder, the key card must be left for the new homeowner during the sale process.

2. Winterization

A. Reminders:

1. Please pull all doormats and dog leashes from the walkways.
2. Please disconnect any hoses from exterior spigots.
3. Recreational vehicles may only be parked in driveways for up to 24 hours at a time, up to twice per month (per Rules and Regulations)

3. Trees

- A. Sargent's will be onsite this winter to trim the majority of trees.
- B. The work does not include trimming of bushes/shrubs in landscaping beds, as this is currently each homeowner's responsibility.

4. Gutters

- A. A contractor inspected the property for storm damage. It was his opinion that there is enough damage to file a claim that would include shingles and gutters at several locations.
- B. The Board discussed the options.
- C. The Board voted to proceed with filing a claim by a motion from Patricia, a 2nd by Mary, and unanimous approval.

IV. Next Meeting:

1. January 6th, 5pm, Community Room

- V. **Meeting adjourned:** With nothing left to discuss, the meeting was adjourned at 5:51pm.

Hawk Ridge Website

www.hawkridgeha.com

