

Summit Village Annual Unit Owners' Meeting

November 7, 2024

Unit Owners in attendance: Andrew Bayer (Village President); Margaret Unfried (Village Vice-President); George Holland (Village Treasurer); Sharon Graves (Village Secretary) was not in attendance due to illness. In addition, there were 10 persons in attendance representing 9 units. Proxies were submitted by the following unit owners: Rosalie Dominicus, Serafina Canterino, Warren Murray, Ed and Pat DeBellis, and Sharon Graves.

1. The sign-in process commenced at 6:50 p.m. Ten unit owners were in attendance. In addition, proxies were submitted by the following unit owners: Rosalie Dominicus, Serafina Canterino, Warren Murray, Ed and Pat DeBellis, and Sharon Graves.
2. Village President Andrew Bayer called the meeting to order at 7:00 p.m. Proof of notice of meeting was confirmed by those present who were in receipt of either snail or e-mail.
3. Cay Regan made a motion to suspend the reading of the last Summit Village Annual Unit Owners' Meeting from November 8th, 2023 since all had received them with the meeting notice distributed by the property manager. George Holland seconded the motion. Without objection, the meeting minutes from the November 8th, 2023 Summit Village Annual Unit Owners' Meeting were accepted and approved
4. Andrew Bayer stated that the primary purposes of the village's annual meeting were: a) to elect director(s) to fill current openings on the village board (The terms of Margaret Unfried, and Sharon Graves are expiring. In addition, Director Tom Roode moved recently and the remaining year of his directorship represents an additional opening on the Village Board). b) to elect the Village Board's Officers (President, Vice-President, Secretary and Treasurer) c) to elect the Summit Village's representative to the Master Board and d) to provide Summit Village unit owners the opportunity to ask questions and discuss issues impacting both the village and larger community.
5. Andrew Bayer reviewed with those present the governance structure of the village (including the responsibilities of each village director) as well as the governance and committee structure of the larger Sterling Woods II community (current larger community-wide committees include: Landscaping, Maintenance, Hearing, Treasurers, Pool, Clubhouse Refresh and an ad-hoc social committee). In addition, there are important sub-committees related to upcoming major reserve projects: stoop replacement; pine tree removal project; roof and deck replacements. He then reviewed the major accomplishments of the larger community during the last year: purchasing clubhouse deck furniture overlooking the community pool; creating multiple overflow parking spaces in each of our villages; continued oversight of the major pine-tree removal project including lawn reseeding; responding to and addressing damage from multiple storms; continued oversight of the roof replacement project on Cypress Drive; responding to and managing an unplanned stoop replacement project; refinement of and managing compliance with the association's Maintenance Standards; evaluating other insurance options and choosing a path forward regarding the association's insurance needs.
6. As current vice-president, Margaret Unfried reported on the activity of the Community's Hearing Committee (on which she sits as our village's representative). There was just one hearing conducted between the last Village Annual Meeting and this evening. Without going into the specifics of each case (which we are not permitted to do), the hearing theme centered around a parking issue.

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7. George Holland, the village's treasurer who represents our village on the Community's Treasurers committee, reviewed the status of the 2024 budget first. He reminded us that 2023 was not a good year for the operating budget due to the unprecedented increase in our Insurance Premium (almost double the amount of the then current premium) which impacted the 2023 budget dramatically. In addition, we began to address a safety issue that came to our attention after development and adoption of the 2023 Budget. The overruns in the 2023 Budget were addressed by borrowing from our Reserve Fund. The 2024 Operating Budget has also experienced unanticipated overruns due to excessive storm damages to roofs and trees, general maintenance and increases in electric and gas rates. There is an anticipated overrun of approximately \$117K. In addition, we need to repay the Reserve Fund the \$75K we borrowed at the end of 2023 to cover the 2023 Budget Overrun. Therefore, there will be a recommendation to the Master Board that it levy an assessment on all unit owners that will amount to about \$500/unit. This is only the second time in over 25 years that we have had to take this action. Regarding the 2025 Budget, our Insurance premium remains high. Most of our anticipated expenses are driven by multi-year contracts (which probably saves us money). However, there are some others that are more subject to inflationary pressures. Although the Treasurers are still working on their final recommendation to the Master Board relative to the 2025 Community-wide Budget, it appears that the Treasurers Committee will recommend an increase in HOA fees of between 4%-5% to cover our expenditures in the coming year. There was an extensive Q&A session during and following George's presentation.
8. A motion was made (and passed) to waive the need for an Inspector of Elections since it appeared that the number of nominees for Village Board openings did not exceed the number of vacancies on the Village Board.
9. Election to the Village Board of Directors – Margaret Unfried, Sharon Graves, and Mary Ann Hinckley were nominated and re-elected to the Village Board of Directors. Margaret and Sharon will fill the two two-year terms and Mary Ann will serve the remaining year of former Director Thom Roode's term. She understands that her term will end officially in November 2025.
10. Andrew Bayer was nominated and elected to serve as Village Board President, as well as the Village's representative to the Master Board; Margaret Unfried was nominated and elected to serve as Vice President of the Summit Village and its representative to the community's Hearing Committee; George Holland was nominated and elected to serve as the Village's Treasurer and village representative to the community's Treasurers Committee. Sharon Graves was nominated and elected to serve as the Village's Secretary. Mary Ann Hinckley will serve as a director "at large".
11. There were no "unfinished business" items from last year's annual village meeting.
12. New Business items included the following: a) Unit owners were appreciative of the conversion of 2 of our visitor spaces to overflow spaces...as of now, there is no concern with the loss of two visitor spaces; b) continued concern with the Pine Tree removal project and the need to have removed so many of our trees---including ones that appeared healthy and far enough removed from buildings. A suggestion was made to attendees to write to the Board (which has requested unit owner feedback) with any concerns and to share with them what they would now want to see to enhance the "new" look. A further suggestion and plea was made to those with an appreciation
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for our landscaping needs to serve as a volunteer on the Landscaping committee (all of its members are unit owners and volunteers); c) it was the desire of those in attendance that we hold a Summit Village social event in the (early) spring. The following individuals volunteered to serve on the organizing committee: Joann Batiste, Marjorie Dilworth, Mary Ann Hinckley, and Felicia Santiago. Amy Britt indicated that she will assist in the “doing” Vs. the planning for the event; d) it was decided to hold a mid-year (additional) Summit Village Unit Owners' Meeting in May, 2025 to increase communications and provide updates.

13. Open Communication from attendees included stating concerns or seeking information on the following: a) a desire to see quality plantings everywhere b) the desire to see the now-exposed and visible utility meter boxes hidden behind some acceptable, quality planting to maintain property values and enhance our aesthetic appeal c) consider additional leaf blowing/removal during the month of November when the majority of leaves drop. Although not an issue this year, in the past when the accumulation of leaves got wet in the rain, it became exceptionally slippery to walkers on sidewalks and driveways d) a question arose about windows and who is responsible for replacing them (advice was given to contact the property manager) e) a question arose about a police visit late at night (1:00 am – 2:00 am) during multiple nights at the beginning of November (3rd or 4th?) in which they appeared to be in search of someone or something. (This was noted on the Neighbors app). It was hoped that there would be some communication to residents about this since there are some who are out at that late hour walking the premises alone or with a pet f) a concern was raised about the stoop replacement project regarding a gap between adjacent stoops which will allow a home to snakes or other animals and be a collection area for water (melting snow) which can freeze and expand. Pictures were shared and Andrew said he would bring it to the specific attention of the Board.
14. A motion to adjourn was made by George Holland and seconded by Margaret Unfried. The meeting was adjourned at 8:35 pm.