

# The Gardens at Swan Creek Budget Review

Date: November 15, 2023

Time: 6:00 pm

Location: Google Meet

## Next Meeting Information

2023 Annual Meeting

Date: December 6, 2023

Time: 6:30pm

Location: Fitchburg Senior Center

## ATTENDANCE

BOARD MEMBERS		Present
Kristin Gumbinger	*President	x
Melissa Wuest	*Vice-President/ Secretary	x
Chuck Bridwell	*Treasury	x
Jared Pinkus	Superior Management	x
Jeanne Edwards	Advisory	
Nicole Hilsenhoff	Advisory	x

\*Indicates voting Board member

## AGENDA TOPICS

Topic (Lead)	Notes
Meeting Start	6:00pm  <i>*Meeting agendas, minutes and HOA documents are accessed via Association Portal</i>
Budget Review	<p><u>Budget: Aligning Expense File Names &amp; Understanding Expenses</u></p> <ul style="list-style-type: none"> <li>• Apt/Bldg. Cleaning title changed to Cleaning.</li> <li>• Garage Cleaning added to Cleaning.</li> <li>• Condo Fees is for Neighborhood Association Swan Creek fee.</li> <li>• Increased Alt's Snow Removal from \$35K to \$40K</li> <li>• Liability Insurance has significant increase from 2023 at \$40K to \$62K (Overage most likely to come from Reserve. HOA Board looking for other bids)</li> <li>• Online Pmt. Fees category will be dropped. Superior does not have this as part of budget (any ACH fees embedded)</li> <li>• Licenses/Fees combined into Legal Fees category.</li> <li>• Website: Planning to build site, domain name and build as a "one stop shop" for HOA members</li> <li>• Removing "Other Expense" category. Ambiguous. No expenses in 2023.</li> <li>• Monthly HOA fees increase from \$225 to \$240. Per BLS \$225 (Jan 2021 dollars) = \$265 in Oct 2023 dollars. Superior recommendation to increase 3% each year.</li> </ul>
Annual Meeting Plan	<p><b><u>2023 Annual Meeting will be on 12/6/2023 at the Fitchburg Senior Center at 6:30pm</u></b></p> <p>Documents will be emailed prior by Superior team.</p> <ul style="list-style-type: none"> <li>• Board Nomination Form</li> <li>• Notice of Meeting</li> <li>• Proxy Form</li> </ul> <p>*First HOA Newsletter has been uploaded to HOA Portal for everyone to view.</p>
Meeting End	7:43pm

**PARKING LOT (Topics for future meetings)**

<b>ITEM &amp; OWNER</b>	<b>DATE ADDED</b>	<b>STATUS</b>
(Jared) Schedule Dryer Vent Cleaning for 2024 Completion for all units	11/15/2023	Obtaining Bids to complete Annual Budget
(Board) Pet Waste Stations	11/15	Add to Jan or Feb meeting agenda
(Board) Determine what media is best to share Newsletters, documents, etc.	11/15	Add to Future Board meeting
(Jared) Begin finding bids for Insurance	11/15	
(Melissa) Begin creating Community Survey – send out after Annual Board Meeting.	11/15	In process. Need to include topics from Annual Mtg. as appropriate.