

Harbortown Circle Condo Association Board and Annual Owners' Meeting

AGENDA

January 4, 2026

2:00-4:00 pm

Board Members present: Jan, Gene, Mira, Nita, John, Marianne

Owners present: 2102, 2103, 2105, 2110, 2114, 2118, 2121, 2124, 2126, 2127, 2128, 2129, 2131, 2133, 2135, 2136, 2137, 2148 (Sign-in Sheet was used to update resident information designated by initialing contact information)

Action Items/Decisions

- I. Review of Minutes: Upon entering attendees were given copies of minutes from the February 1, 2025 annual meeting and the October 12, 2025 quarterly meeting to read. Both were approved as read.
- II. Financial Reports: Upon entering attendees were given copies of the HCCA Financial Overview and the Working Draft of HCCA 2025 Income/Expense Worksheet Jan-Nov 2025
 - a. Discussion included \$13,000 in arrears, a decreased Line of Credit, and investments up 10%
 - b. A financial advisor will attend the 2026 first quarterly meeting to answer questions and advise further actions
- III. 2026 Budget Approval: Attendees were given a copy of the 2026 Projected Operating Budget Treasurer's Worksheet
 - a. Discussion included operating budget increases and building needs
 - b. Owners expressed building concerns due to moisture inside units, how to address concerns with new property management, and no vents in building attic areas
 - c. A vote was taken to approve the 2026 Budget with the implication that the fees will increase to \$245. Kate Worster moved. Karen Bodnar seconded. Vote passed with 23 for, 2 against
- IV. Status of Property Management Transition
 - a. Discussion included emails being sent by Coldwell Banker Commercial Devonshire Realty (CBCDR) to all residents informing them of payment options and maintenance contact information
- V. 2026 Quarterly Board Meeting Dates – all owners and residents are welcome to attend
 - a. Discussion included the following proposed dates
 - Early Spring - March 1
 - Early Summer – June 7
 - Early Fall – September 13
 - Annual Meeting – December 6
 - All are Sundays – afternoon or evening seem to be preferred
 - Times and locations to be announced

- All dates are subject to change due to unforeseen circumstances

VI. Election of New Board Members (up to two persons)

- a. Discussion included nominations from all owners/residents
- b. New member Roberta Jorge was added to the ballot
- c. Those present voted through hand written ballots

VII. Volunteer Appreciation

- a. As attendees partook of refreshments, Jan Griffith recognized Gene Larson for his service as president of HCCA for the past six years
- b. John Prince announced what a great job Gene has done and how he will be missed
- c. Gene announced that residents should attend the Lake Association zoom meeting and voice their concerns about the geese; he also recommended that the addition of rock gardens be thoroughly researched prior to the action

VIII. 5 Minute Topics for the Good of our Harbortown Circle Community

- a. Discussion included communication between residents, especially about unit maintenance requests, is a must
- b. We are a community of 76 units. Get to know your neighbors.

IX. Motion to Adjourn

- a. Karen Bodnar moved. Kate Worster seconded.
- b. Meeting adjourned