

NOTICE OF HOMEOWNERS' MEETING

The Richardson Square Condominium Homeowners' Association

Will have its annual meeting on:

*****NEW DATE*** Thursday, May 22, 2014**

At

5:15 pm

@ Department of Human Services conference room
225 N Pine St (across Georgia and west of RSC) Sherri's office building

Please let me know if you have any agenda items. We need to fill positions on the Board of Directors and discuss the budget.

Thank you.
Sherri Deetz
Manager, 641-7944 (w); 641-0711 (h)

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PROPOSED AGENDA FOR
RICHARDSON SQUARE HOMEOWNERS' ANNUAL MEETING
05/22/2014 @ 5:15 P.M.

- ✓ • Call meeting to order
- ✓ • Read and approve/amend minutes from 2011 annual meeting
- ✓ • Call for agenda items
- ✓ • Treasurer's Report
 - ✓ 1. Balances
- Old business
 - ✓ 1. Furnace/heat repair/maintenance and boiler inspection
 - ✓ 2. Fire/smoke detectors and extinguishers
 - ✓ 3. Condo building and liability insurance
- New business
 - ✓ 1. Election of officers for 2014
 - Currently: Loline, Donna and Ron
 - ✓ 2. Appointment of Manager, Secretary & Treasurer for 2014
 - ✓ 3. Discussion of manager position effective 7/1/2015
 - 4. Other issues
 - ✓ • Responsibilities of homeowners
 - ✓ • Cleaning of common areas *John Halleray*
 - ✓ • Smoking allowed in condo units
 - ✓ • Snow removal
 - ✓ • Roof and repairs
 - ✓ • Parking areas
 - ✓ • Current vendors and repair companies
 - ✓ • Security and safety for everyone, key lockbox for emergencies
 - ✓ 5. Homeowners' dues for 2014
 - ✓ 6. Budget for 2014; net worth, income & expenses, reserve fund; CD *June 1 - 5/31 for Budget*
- Other

- Adjourn meeting *7:05*

5/19/2014

Net Worth - As of 5/31/2014

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Account	5/31/2014 Balance
ASSETS	
Cash and Bank Accounts	
CD	7,752.12
Richardson Sq Checking	4,867.14
TOTAL Cash and Bank Accounts	12,619.26
TOTAL ASSETS	12,619.26
LIABILITIES	
Other Liabilities	
Reserve Fund	-1,625.00
TOTAL Other Liabilities	-1,625.00
TOTAL LIABILITIES	-1,625.00
OVERALL TOTAL	14,244.26

AS OF
5/31/2014

RICHARDSON SQ CONDOS ACTUAL VS PROJECTED 2014 BUDGET

Category	Actual Prior 12 months	2014 Budget	Difference Budget-Actual
INCOME	15404.40	15091.00	-313.40
Condo Dues	15376.00	15060.00	-316.00
Interest Inc	28.40	31.00	2.60
EXPENSES	14721.81	15666.00	944.19
Bookkeeping	300.00	300.00	0.00
Insurance	2338.00	2525.00	187.00
Gifts	37.88	0.00	-37.88
Landscaping	0.00	0.00	0.00
LEGAL: TOTAL	185.00	410.00	225.00
Legal:State	10.00	10.00	0.00
Other Legal Attorney	175.00	400.00	225.00
MAINTENANCE: TOTAL	4828.94	5130.00	301.06
Maintenance:Cleaning	0.00	0.00	0.00
Maintenance:Electrical	0.00	50.00	50.00
Maintenance:Equipment	466.66	100.00	-366.66
Maintenance:Fire Alarms	0.00	90.00	90.00
Maintenance:Fire Ext	0.00	30.00	30.00
Maintenance:Heating	2099.09	1250.00	-849.09
Maintenance:Inside	0.00	0.00	0.00
Maintenance:Lawn	1538.85	1560.00	21.15
Maintenance:Lawn Pump	0.00	0.00	0.00
Maintenance:Outside	152.46	150.00	-2.46
Maintenance:Painting	0.00	0.00	0.00
Maintenance:Roof	0.00	1000.00	1000.00
Maintenance:Sewer	0.00	0.00	0.00
Maintenance:Snow Removal	240.00	600.00	360.00
Maintenance:Sprinkler System	277.00	280.00	3.00
Maintenance:Supplies	54.88	20.00	-34.88
Manager Fee	300.00	300.00	0.00
Postage	0.00	10.00	10.00
UTILITIES: TOTAL	6731.99	6991.00	259.01
Utilities:Electric	683.26	690.00	6.74
Utilities:Gas	3331.33	3600.00	268.67
Utilities:Refuse	806.00	744.00	-62.00
Utilities:Sewer	1094.33	1122.00	27.67
Utilities:Tax	56.41	60.00	3.59
Utilities:Water	760.66	775.00	14.34
GROSS DIFFERENCE:	682.59	-575.00	-1257.59
LIABILITIES: TO RESERVE FUND	1500.00	1500.00	0.00
NET DIFFERENCE:	-817.41	-2075.00	

Income/Expense Comparison by Category

6/1/2012 through 5/31/2014 (Cash Basis)

5/19/2014

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Category	6/1/2012- 5/31/2013	6/1/2013- 5/31/2014	Amount Difference
INCOME			
Condo Dues	15,805.00	15,376.00	-429.00
Interest Inc	14.57	28.40	13.83
TOTAL INCOME	15,819.57	15,404.40	-415.17
EXPENSES			
Uncategorized	0.00	0.00	0.00
Bookkeeping	300.00	300.00	0.00
Gifts & Donations			
Gift	0.00	37.88	-37.88
TOTAL Gifts & Donations	0.00	37.88	-37.88
Insurance	2,421.00	2,338.00	83.00
Landscaping	19.42	0.00	19.42
Legal	0.00	175.00	-175.00
State	1.00	10.00	-9.00
TOTAL Legal	1.00	185.00	-184.00
Maintenance			
Cleaning	254.14	0.00	254.14
Equipment	86.59	466.66	-380.07
Fire Alarms	90.70	0.00	90.70
Fire Ext	30.00	0.00	30.00
Heating	1,302.85	2,099.09	-796.24
Inside	180.98	0.00	180.98
Lawn	1,500.00	1,538.85	-38.85
Outside	0.00	152.46	-152.46
Roof	367.81	0.00	367.81
Snow Removal	960.00	240.00	720.00
Sprinkler System	566.00	277.00	289.00
Supplies	0.00	54.88	-54.88
TOTAL Maintenance	5,339.07	4,828.94	510.13
Manager Fee	300.00	300.00	0.00
Postage	18.00	0.00	18.00
Utilities			
Electric	571.61	683.26	-111.65
Gas	2,953.49	3,331.33	-377.84
Refuse	744.00	806.00	-62.00
Sewer	605.51	1,094.33	-488.82
Tax	47.18	56.41	-9.23
Water	427.42	760.66	-333.24
TOTAL Utilities	5,349.21	6,731.99	-1,382.78
TOTAL EXPENSES	13,747.70	14,721.81	-974.11
OVERALL TOTAL	2,071.87	682.59	-1,389.28

5/19/2014

Cash Flow
1/1/2014 through 5/31/2014

Category	1/1/2014- 5/31/2014
INFLOWS	
Condo Dues	5,688.00
Interest Inc	10.27
TOTAL INFLOWS	5,698.27
OUTFLOWS	
Bookkeeping	125.00
Insurance	2,338.00
Legal	175.00
State	10.00
TOTAL Legal	185.00
Maintenance	
Equipment	311.00
Heating	1,696.98
Outside	135.00
Snow Removal	240.00
Supplies	7.00
TOTAL Maintenance	2,389.98
Manager Fee	125.00
Utilities	
Electric	354.04
Gas	1,892.16
Refuse	372.00
Sewer	487.18
Tax	29.21
Water	338.88
TOTAL Utilities	3,473.47
TOTAL OUTFLOWS	8,636.45
OVERALL TOTAL	-2,938.18