

Protocol board meeting BMHOA 2024-02-04

Date of the meeting:	Clock:	Place:
2024-02-04	Sv 10.00 – 11.30	Teams connectivity
	Th 16.00 – 17.30	Teams connectivity

Called:

Lena Åhman, (LÅ) chairman	House 125/07 +46705563155
Maria "Mia" Lind, (ML) secretary	House 123/23 +46762095152
Janet Bolinder, (JB)	House 125/13 +46707811401
	Thai no +66871272395
Suzanne Lundström, (SL)	House 124/00 +46702996505
Jörgen Hedlund, (JH)	House 124/01 +46706590680
Ola Andreasson, (OA)	House 124/23 +46702469303

1. Adoption of the agenda

The agenda was approved

2. Previous Minutes

The previous protocol was approved.

3. Communication

- *Determination of the meeting schedule and Timeline 2024*

Board meetings will be held on the first Sunday of the month at 10.00 Swedish time. TEAM's meeting with homeowners will be held on March 23 at 10:00 a.m. The timeline for 2024 was presented and approved by the meeting. The document is posted on the website under the heading operational plans. A newsletter will be sent out during the month of February.

- *Homepage*

The website works well. The homeowners and staff are very positive, according to SL, who continues to be responsible for the website. 85-95% of all communication today takes place via the website. A few communicate via email or visits. We have several new homeowners who do not speak Swedish, which means that all information must now be sent out in Swedish and English.

Good if all homeowners update the contact information that is on the website. SL updates information on the website monthly. Photos are updated on the website.

4. Economy

- *Evaluation of the Voting Regarding Invoice Procedures*

64 homeowners have responded to the poll, which is a very high response rate. Of these, 40 homeowners supported the board's proposal to switch to quarterly invoicing. 19 homeowners were against and 5 voted blank. The result of the vote means that we will introduce quarterly invoicing in 2024. The first invoice will be sent out in February.

The first invoice will include the following:

- Electricity and water consumption for December 2023
- Additional services performed in December 2023
- The monthly fee (Common Fee) for January – March 2024
- Additional gardening services for January – March 2024
- Additional pool maintenance services for January – March 2024
- Additional pest control services for January – March 2024

The introduction of quarterly invoicing will provide time savings and lead to fewer receipts to book and check in connection with payments. For homeowners who pay from Sweden, the cost of transfers is reduced as they don't have to send every month. We will also ask our suppliers to switch to quarterly invoicing where appropriate. Readings of electricity and water will be done quarterly and not monthly. If homeowners wish to obtain additional readings, they can be carried out at a small fee as an additional service.

A company card will be linked to our bank account that will allow staff to buy materials and refuel without having to handle cash. Monthly invoices make it easier to follow up with attached payment documents. Once again, we are reducing the number of receipts at the same time as the need for cash is decreasing.

A separate invoice will be sent out for services performed by handyman and external suppliers. The invoice is accompanied by diaries and receipts/invoices for purchases made. This information has been requested by several homeowners.

The charge of Stay Away Service should be checked according to SL. Homeowners have previously complained that they have not received any service but have still been invoiced. JB monitors the issue and ensures that those who have been charged will be credited.

Sooddeelaw has handed over the results for December. Peter Hultenius, as responsible treasurer in 2023, will review the material received and give his analysis of the preliminary results. The reports have been submitted very late. All invoices produced by Sooddeelaw during the last quarter of 2023 are now being reviewed. We have challenges when it comes to financial management, according to JB. Meetings with Apple, which is responsible for our accounting at Sooddeelaw, are booked to create routines for 2024. At the moment, we use the same accounting software as Sooddeelaw, but we are evaluating other options.

- *Responsibilities*

The responsibility for finance and invoicing lies with Som, which is clearly stated according to SL, which is responsible for human resources. Gradual handover is ongoing.

4. Organizational review

- *Staffing situation and division of responsibilities*

The organizational review has been initiated in accordance with the operational focus decided in connection with the annual vote. SL, which is responsible for the staff, has had several meetings with the staff at the office. Som and Moo seem to work well together. A clear division of responsibilities and developed plans will make it easier for the staff.

Monthly meetings with the staff have been scheduled for the Friday before each board meeting. SL, who leads the meetings, reports to the Board on matters that are relevant for the

Board to take part in or decide on. Information about ongoing house sales will be a standing item at these meetings.

The teaching of English has been appreciated by the staff, but there is a wish to move from Sundays to another weekday.

The staff have asked for health insurance. According to the Supervisor, there has been one before the pandemic. SL contacts Ingrid Sköld, who has been responsible for human resources. The matter was postponed.

- *Security Procedures*

The safety meeting with the staff has been scheduled. The meeting will be held in mid-February.

- *Services*

The document describing our additional services is currently being processed. Staff have submitted comments. Certain areas, such as pest control, need to be described more clearly in the document. Furthermore, we review various cleaning services. We will not rent out sarenger as an additional service. We do not have any insurance that covers the rental of vehicles of various kinds. We don't want to risk getting into a dispute if, for example, an accident occurs. There are many landlords directly outside the area that can be used. The price for Stay Away Service has been changed to 300 THB for a single-storey house and 350 THB for a two-storey house.

The document describing the additional services is ongoing, and the aim is to complete it as soon as possible.

4. Repair and maintenance (including infrastructure)

- *Replacement of motor for gate*

A gate motor has been replaced at a cost of about THB 50,000. A budget was set aside for the replacement in the maintenance plan.

- *Drainage investigation*

A meeting with Tessaban has been held to investigate various possibilities of laying storm-water pipes from Blue Mango to the municipality's main pipe. According to LA, the meeting was constructive and the discussions led to various alternative solutions. The work to investigate various possibilities is ongoing. A possible draw is from BM3 towards Bambo Lodge. In the area, lowering and adapting existing stormwater wells will be carried out on an ongoing basis.

- *Green Maintenance Plan (Garden)*

SL has held meetings with three suppliers of gardening services. The quotes are very close to each other. SL would like us to continue our collaboration with the existing garden supplier. The Board of Directors decides to continue with Sompong & Boonchu Garden Service & Landscaping. The meeting decided that an agreement can be signed for one year, which will then run from 1 April 2024 to 31 March 2025.

5. Other

- *Dogs*

The number of dogs has increased in the area. LÅ has been in contact with Dog Rescue, which has announced that the number of puppies left by their owners has increased drastically after the pandemic. Dog Rescue feeds the dogs to avoid groups of dogs that become aggressive when they are hungry. LÅ asked Teresa, who is responsible for Dog Rescue, to formulate a letter that we homeowners can support to get the municipality to act with, for example, signs that leaving dogs can lead to fines. This has been done in other parts of the country and could lead to a reduction if possible. The board supports the letter and we have also asked adjacent areas to support the work to reduce the number of loose dogs in Mae Phim.

- *Traffic in the area*

Comments have been received by the board that many people drive too fast in the area. Furthermore, several people drive in the wrong direction in our roundabouts. All homeowners are asked to respect the speed limit and left-hand traffic. Homeowners who rent out houses in the area are asked to inform about this in connection with renting.

- *Building permits*

At the meeting, a building permit issue was raised as an information point. Additional documents will be obtained in accordance with current regulations regarding building permits.

- *Questions received from homeowners*

Three questions have been submitted regarding the internet. LÅ contacts the homeowners to sort out the questions that have been asked.

A question has been received regarding the rental of sareng. The question is answered under the item 'Additional services' above in the Minutes. ML answers the question.

Secretary:

Chairman:

Adjusters:

Mia Lind

Lena Åhman

Janet Bolinder