

ANNUAL HOA MEETING
3 December 2019

Called to order at 5:35 pm

In attendance: Daphne Hofschulte - 2655A, Susan Dupont - 2690B, Anthony Wiles - 2685C, Phil Balliet - 2685D, Cecily Manning - 2675C. *NOTE: Chris Lancaster, Robert Carr, and Bob Carr all came on line during the meeting as annotated in the minutes, bringing the number of attendees to eight.*

Establishment of a quorum and rules of order: 10% of homeowners required for a quorum and with and with five on line, we have a quorum. To keep rules of order simple, if you have comment or question, please state your name.

Chris Lancaster - 2690C came on line.

Approve Agenda: No additional items added, motion made to approval agenda as sent, seconded. *Agenda approved.*

Approve 2018 minutes: (held in January 2019) Cecily did not receive the email Susan sent as one of four attachments to notice of meeting. Susan sent them to Cecily and discussion delayed until she can read over the email.

President's Report: Read by Daphne. Monthly meetings held. Thanked homeowners who attended the meetings. Welcome all new owners. All 24 units are now occupied and fees up to date. We have good mowing and snowplowing contracts. New meters, valves and circulating pumps were installed, paid for, and there are no outstanding bills for the water project. HOA now out from high bills due to leaks and excessive water use. Homeowners are now paying their own water/sewage bills. *Robert Carr - 2655B came on line.* Thanks to all owners for their patience during the installation, especially those whose units had to be accessed during the installation. No active litigations and legal fees greatly reduced from last year. We have a building maintenance line item in our proposed budget which will allow us to take care of deferred

projects, to include repairing and replacing broken asphalt within the complex, repairing broken/loose siding, and repairing deteriorating balconies. The board is proposing several rules concerning violations, which will be voted on tonight. Most problems faced are from tenants, so we encourage property owners to advise their tenants or provide them with the rules. They are available on line. The website contains much information and should be checked. Owners can always contact the board via email. The website and email address are both on the invoices that are mailed each month. Daphne thanked the board members for their service. Thanks also to the owners attending the meeting tonight and to all the homeowners. Looking forward to a good year.

Cecily has read the minutes from the 2018 meeting and approved them. No further comments received. *The minutes stand approved as mailed out.*

Approve the proposed By-Laws/Rules amendments that were emailed.

Daphne proposed they be approved as sent out unless there is an issue with something then it will be pulled out and discussed. After allowing time for attendees to review these, there was no further discussion. Daphne stated that if these pass, they would become the HOA's legal By-Laws document. Cecily had questions on permit parking, privacy fence and position of the director. Officers – some have specific duties and one does not. This points out what their duties are as a none-officer. We are not elected more positions to the board. Privacy fence – means that if someone is installing a fence it must meet these criteria. Those fences already existing are grandfathered in but if someone is installing a new fence it must be done by these criteria. Shared parking – is there a map showing the shared parking area so other owners can give to their tenants. Robert Carr advised the parking is laid out in the Declaration. And where there is asphalt. Anthony advised you cannot park in the street. The shared parking is gravel and not asphalt. Can a map be sent out to all owners? Daphne advised in the affirmative. *Bob Carr – 2665A came on line.* Regards to the parking permit – if anyone needs to park additional vehicles then they can do so after purchasing a permit at \$25 per month for a minimum of three months. Guests may use the lot on a first come first serve basis. Vote taken to approve the proposed By-Laws/Rules as amended. All voted in affirmative. *By-Laws are passed.*

Daphne will provide a clean document and Susan will email the newly approved By-Laws to all owners. As of this meeting the new By-Laws stand.

Ratification of the Budget: This was adopted by the board but must be ratified by the homeowners. Daphne asked for questions. Motion made to adopt the budget, seconded, vote called for. All members voted in the affirmative. *Motion passed, and budget ratified.*

Announce Board of Directors election results: There has been a snag. November 30 was date set to receive the ballots, but when they were picked up on the 1st, there was one postmarked 11/20/19, and it was not received in a timely manner. The board decided to extend the count date, to ensure all ballots that were mailed have been received. Cecily advised she did not receive the ballot in the monthly bill. Possibly email it to her? Susan will email her one. Robert pointed out that if we are emailing one to her, then are we extending the vote date. That if she didn't receive a ballot then others may not have also. Daphne pointed out that the election was mentioned on the website and that Susan had sent out a cover letter about the election, so everyone should know there was an election. Anthony advised board should extend the voting date, email it out, and then count the votes from this. Owners should email their ballot to the board email. Phil advised that he did not receive his invoice until the 29th of November, and since the voting was over on the 30th, he just threw his ballot away. Susan advised that even by email it will be a secret ballot. Anthony agreed. New date set as 15 December for voting to end. Motion made to send new ballot via email, setting new date as 15 December 2019, for owners to submit their vote. *Motion passed.*

Owners Comments: Chris asked how the results of the vote would be posted. Daphne advised after the vote is counted, it would be posted and then ratified during the next board meeting. Susan asked if a letter should be sent to all owners notifying them that the vote to lower the HOA dues was passed during this meeting. Affirmative. No further comments. *Motion made and passed to adjourn the meeting.*

Adjourned at 6:16 pm.