

Summerfield HOA

Annual Meeting Minutes

Date: November 9, 2017

Meeting called to Order by President Sharon Hauss at 7:02 p.m.

Introduction of Homeowners

Proof of Notice of Meeting – noticed mailed October 26, 2017

Confirmation of Quorum – 50 owners appeared in person, and 2 by proxy, for a total of 52

Approval of 2016 Annual Meeting Minutes:

- Bob Miller motioned to approve the minutes without reading them, said motion seconded by Robert Boyer, all in favor, none opposed – passed

Financial Report presented by Tonya of Jamar:

- 2016:
 - Total Income = \$52,561.20
 - Insurance was under budget by approximately \$175
 - Professional fees were under budget by \$2230
 - Management fees were not budgeted, but Jamar took over management and total fees were \$675 (\$3/unit/month)
 - Lawn & Landscaping Maintenance was under budget by approximately \$1300
 - Office supplies was under budget by \$300
 - Nothing was budgeted for repairs and maintenance, but total cost came to \$19,786
 - Nothing was budgeted for postage, but total cost came to \$203.56
 - Nothing was budgeted for printing and reproduction, but total cost came to \$103.71
 - There was also \$504 in uncategorized expenses
 - Total operating expenses = \$43,649.40
 - Net income = \$8,911.80 (only \$3872 was budgeted as a net income for 2016, so we ended the year much better)
- 2017:
 - Projected Total income = \$63077.02
 - Insurance became a pass through this year. We had a tough time finding an insurance company that would carry us, as too many claims were submitted in the past making insurance very high. Our goal was to get to one deductible, not a deductible per building. In an effort to ease the transition of pass-thru insurance on the owners, we only billed for the cost in an amount equal to what was covered last year. The additional \$4000 was covered by the HOA. This amount will be a full pass-thru in 2018. Total Insurance came in at \$17,946.

- Management fees have increased due to additional units being built, and therefore are projected to be over budget by approximately \$300. However, the fees are still \$3.00/unit/month.
- Lawn and Landscaping Maintenance is projected to be under budget by approximately \$2,600.
- Office supplies is projected to be under budget by \$75.
- Nothing was budgeted for repairs and maintenance, but projected total cost came to \$5,000. This includes roof repairs, drainage repairs, and having a structural engineer come out and look at the drainage problem.
- Postage is expected to be right on budget.
- Printing and reproduction is expected to be right on budget
- There was \$50 in uncategorized expenses
- Projected total operating expenses = \$43,393.00
- Projected net income = \$19,684.02 (a transfer to the reserves account will occur at the end of the year)
- Motion to approve financials made by Ruth Droppo, seconded by Terry Lenn, all in favor, none opposed – passed

Presentation of 2018 Budget given by Tonya of Jamar:

- No increase in dues
- No special assessment
- Insurance to remain a pass-thru expense and billed completely to owners at a rate based on square footage – increase for insurance expense expected
- Increasing budget for management fees based on increased number of units – still \$3/unit/month.
- Lawn and Landscaping maintenance, office supplies, postage, and printing/reproduction budget to remain the same.
- Added \$100 in budget for uncategorized expense.
- Projected net income for budget = \$19,206
- Motion to approve 2018 Budget made by Chuck Short, seconded by Lori Miller, all in favor, none opposed – passed

Presentation and Vote on Bylaws and CCR Changes:

- Did not have enough owners attending to cast vote on this agenda item
- Motion to hold a special meeting in the first ¼ of 2018 to vote on Bylaws and CCR Changes made by Mazias De Oliveira, seconded by Chuck Short, all in favor, none opposed – passed
- Board will schedule this meeting and send out notice

Election of 2018 Board:

- Sharon Hauss and Sandra Cash were nominated to serve on the Board
- Ruth Droppo volunteered for the Board
- Motion to approve Board made by Terry Lenn, seconded by Lori Miller, all in favor, none opposed - passed

Discussion on parking and other issues affecting the community:

- Parking:
 - At a premium
 - Problem with people parking in front of fire hydrants on Daffodil – law states 15 feet in either direction
 - County does not do curb painting, but will post a sign; however, a request must be made by a board member
 - Law also states no parking within 30 feet of a stop sign and 20 feet from corner
- Construction:
 - Trash/left over items – Chuck Short said he would try to do better on this
- Mowing:
 - Lots to be mowed one more time
 - Complaints: doesn't blow off steps/patio; edging 2 inches from concrete which is creating a trough (muddy mess); seem to be going too fast resulting in grass being pushed down/not cut; siding damaged by weed-eater; brown burnt areas (could this be from fertilization?) – Jamar will talk to the lawn care company about complaints. Any owner that has a complaint, please reach out to Jamar and not the lawn care company directly.

Motion to adjourn made by Mazias De Oliveria, seconded by Terry Lenn, all in favor – passed

Adjourned at 8:29 pm