

***Minutes from the Homeowners Association Annual General Meeting for Village at Monument***

***November 3, 2016***

**Opening of meeting:** The meeting was opened by President Joanna Anaradian at 6:00 p.m. A quorum was present.

**Roll call:** Roll was taken by use of a sign-in sheet. Those present were board members Joanna Anaradian, Paul Baerman, Sonya Camarco, Daryl Richmond, Phil Savage, and LaNell Stovall. Other residents present included: Vinay Bhumannavar, Carolyn Hodges, Carolyn Ihrig, Guenter Ihrig, Normadale McLean, Denny Myers, Dorothy Myers, Carol Richmond, Joseph Rubinstein, Janet Savage, and Erby Youngblood.

**Proof of Notice of Meeting:** notice of meeting has been posted on our website for the last several months. Reminders were emailed to homeowners in the Octoberfest email, on quarterly bills, and finally by email October 21.

**Report of Officers:**

Mrs. Anaradian announced that the minutes from the last board meeting are posted on the website.

Mrs. Camarco gave the treasurer's report. The following reports were distributed: balance sheet as of November 3, 2016; profit & loss January 1 through November 3, 2016; profit & loss budget vs. actual January through December 2016; monthly per unit report; profit & loss budget overview January through December 2017.

The first two above reports were perused and discussion followed. Paul Baerman moved to approve said reports and Phil Savage seconded the motion. The reports were approved by those present. Discussion on the monthly per unit report and the profit and loss budget overview January through December 2017 occurred under new business.

**OLD BUSINESS:**

1. Repair of ceiling damage to one resident's home is waiting for fall roof inspections.
2. Landscaping with rock and mulch for common areas: discussion continued from the last board meeting as to whether or not we should add rock and mulch to continue upkeep and beautification in our neighborhood.

Mrs. Camarco, Mrs. Anardian, and Mrs. Stovall had earlier walked and measured areas which appeared to require either rock or mulch. Working with Metco, our newly hired landscaping company, Mrs. Camarco and Mrs. Anardian received a bid of \$15,600 to add to the rock and mulch. Homeowners discussed types of rock and mulch as well as depth. An estimate cost of \$30 per unit per month would be a one-time assessment in 2017 if agreed upon. Mrs. Hodges suggested if we decided to do this we should get bids from other companies.

After much discussion, buying rock and mulch was postponed for 2017 due to the high cost and due to our already tight budget. There is a slight possibility that we might use some funds out of capital projects IF there are any funds available after other priority needs. It was also suggested by Mr. Baerman that we may be able to redistribute the surplus of rock located along the east side.

#### **NEW BUSINESS:**

Mrs. Anaradian announced that we now have snow and landscaping contracts for 2017 with Metco. The snow contract starts with our first snowfall and landscaping begins in April 2017. Discussion followed on the tasks which make up the snow contract. Our governing documents state that it is the homeowners' responsibility to shovel porches, steps, and sidewalk up to the common sidewalk. In the past this shoveling was done for us gratis. This year this shoveling should be done by the residents.

We do not have written contracts with 5 Star Painting, the company frequently used in our neighborhood. 5 Star has frozen bids at good rates, however, because they appreciate our business. It was noted that this company has done an excellent job painting homes in our community.

Concrete work was discussed. We use A-1 Concrete as they will seal and mudjack areas of need. They are one of the few companies which still does these types of jobs. We use Rocky Mountain Concrete for concrete replacement. We had no replacement concrete in 2016 but did have some repairs. In spring 2017 we will look at concrete issues and will replace or repair based on needs and will get bids.

Landscaping: a lengthy discussion took place regarding the poor performance of our previous company, Dail & Son Landscaping. They did not manage the landscaping contract in a timely manner and failed to accomplish the contract's tasks (e.g., weekly weeding, monthly edging, satisfactory monitoring of the irrigation system and more). The owner also failed to respond in a timely fashion to the many requests for repair or service. The board will attempt to withhold payment of approximately \$4,500 on their contract due to the lack of services and due to the amount of work incurred by the HOA itself to perform those contractual tasks. (Note: Mrs. Anaradian went above and beyond in her time and effort to save the HOA money by performing those neglected tasks especially in the area of water management. Mr. Savage also complimented the entire community on their willingness to work together to try to cut HOA costs.) Also discussed was whether or not to fight the litigation which might follow if Dail & Son Landscaping fights our attempt to withhold the \$4,500. In that case, due to the high cost of litigation we may have to drop the matter.

We had our new company, Metco, blow out the lines for an extra fee as we did not trust Dail & Son Landscaping to accomplish this task. Since Dail & Son Landscaping didn't perform a final fall cleanup as stated on their contract, and due to the amount of time already passed, Mr. Richmond moved to not have a final cleanup. Mrs. Stovall seconded the motion and it was approved.

Mrs. Hodges encouraged a discussion on recycling. She stated that she would like all residents to recycle. Mrs. Camarco reported that recycling is included in Waste Management's service to the HOA. Residents who recycle reported that the small recycle bin (overgrown laundry basket size) will be provided (upon request) by Waste Management if the residence does not already have one. There is a one-time charge for the wheeled (96 gallon) recycle barrel, then that barrel belongs to the residence. One does have to buy a bin initially but then the cost of pickup is "free" to residents.

Mr. Youngblood requested approval to add two support posts to his deck. It now sways and cannot be used safely. Mrs. Camarco suggested that he stain it to match the current deck. He agreed. Mrs. Hodges moved to approve; Mrs. McLean seconded the motion and the motion passed.

**2017 budget:** A lengthy discussion took place concerning the 2017 budget. Mrs. Camarco presented the year to date expenses and their application to the upcoming budget. It was evident to those attending the meeting that certain 2016 expenses (e.g., landscaping irrigation repair costs and extremely higher water costs) have required the HOA to dip into reserve funding. When applied to 2017, to restore the reserve funds addition, as required by the HOA governing documents and in anticipation of rising water costs, HOA dues would need to cover an additional \$10,000 for the year. Discussions followed which focused on where cuts could be made to obtain this amount. Finally, it was recognized that there is little or no room for any cuts while still maintaining the quality of life/appearance of the neighborhood and the ability to apply funds to capital improvements (e.g., continued painting of west side houses, concrete repair/replacement, etc.).

As a consequence, it was moved to approve the proposed 2017 budget with the understanding that dues will increase in January by \$20 per unit per month in order to balance the budget. Mr. Savage moved to approve; Mr. Richmond seconded the motion and the vote by those present at this general membership meeting was 16 to 1 in favor of the motion. Mr. Baerman and Mrs. Anaradian will craft a letter informing the residents of the change in dues.

Also discussed was the split in services paid for between the east and west sides in the areas of water irrigation, trash pickup, landscaping and snow removal. Please see Mrs. Camarco, treasurer, for details.

Volunteer opportunities: Mr. Bhumannavar made the suggestion that we could have a tab on the website to list maintenance and beautification tasks which residents could perform to help the HOA limit future expenses. These jobs would be performed outside the normal contracted maintenance tasks and volunteers could select a task to do based on their schedule. This was agreed to be done.

Elections: Due to two board vacancies, elections were held to fill those positions. The following candidates were nominated: Joanna Anaradian was nominated by Mrs. Hodges and seconded by Mr. Savage. Mr. Bhumannavar was nominated by Mr. Baerman and seconded by Mr. Richmond. Mr. Rubenstein was nominated by Mr. Savage and seconded by Mr. Baerman. Mr. Youngblood was

nominated by Mrs. Anaradian and seconded by Mrs. Camarco. After voting by secret ballot, Mrs. Anaradian and Mr. Bhumannavar were elected board members.

**Adjournment:** by 9:00 p.m. a motion to close the meeting was presented by Mr. Baerman and seconded by Mrs. Hodges. All approved. The meeting was adjourned by President Anaradian.

**ADDENDUM:**

An executive board meeting was held immediately after the general meeting. The two new board members were assigned these positions: Mrs. Anaradian will be president with a term lasting through November 2019. Mr. Bhumannavar will be vice president through November 2019 as well. The other members and terms are also listed below:

Secretary – LaNell Stovall term ending November 2018

Treasurer – Sonya Camarco term ending November 2018

Member at large/website manager – Daryl Richmond term ending November 2017

Member at large – Phil Savage term ending November 2018

Member at large/communications – Paul Baerman term ending November 2017

Note: board members' positions may change annually during said terms