

Vienna Townhomes HOA
Annual Meeting
Sunday, June 28, 2020
Via Zoom

- I. The Vienna Townhomes HOA annual meeting was called to order at 10:05am.
- II. In attendance were: Jotwan Daniels, Dave Vickers, Kim Adams, Randall Mott, Coni Terrado, Keith Iderstine, Logan McAuley, Rachel Firestone, Meredith Rusch, Bradley Edelberg, Leigh Weyler, Cindy, Caulkin, Nicholas Bender, Aaron Stover, Emma Bollinger.
Dave Hartman and Abbey Browne represented Wood Winds.
- III. **A quorum was confirmed with 14 owners in attendance and 1 owner represented by proxy for a total representation of 54% of the ownership.**
- IV. The minutes from 2019 were reviewed. **A motion to approve the minutes as written was made by Meredith, second by Randall. No owners were opposed, motion carries.**
- V. Old Business
Dave Hartman reported than another electrical meter was replaced last year, another will be done in 2020. The concrete pad for the dumpster enclosure will start the next week, which may eventually become a full trash enclosure. The asphalt will be replaced leading up to the pad with very thick concrete to handle the weight of the trucks. Roof repairs were started this spring, more repairs will be performed throughout the summer. Recycling could be added with the new pad.

The financials were presented through May of 2020 which was 5 months of the fiscal year. The balance sheet showed that the operating account held \$25,689.49, reserves held \$70,409.47 for a total cash balance of \$96,098.96. There was one owner that had fallen behind in dues, they had delivered payments since the beginning of June. The profit and loss report showed the HOA was running very close to budget through May.

The budget for 2021 was proposed without a dues increase. The Board discussed increasing dues to cover operating expenses but decided against it. The HOA was anticipating increased expenses in insurance, cable and water. Those would decrease the annual reserve contribution by \$3600 for a total annual contribution of \$11,920.

The 10 year major component study looked out at major projects for the next 10 years. The dumpster pad and concrete repair was budgeted for \$17,000. Another electrical meter will be replaced in 2020 with the final replaced in 2021. Buildings A and B are left, if owners in those buildings had a preference on the schedule please call Wood Winds. The power to the building will be off for 3 days/2 nights.

Recycling would add some costs to the trash line, but the trash expense would be reduced with the recycling. There would be a small increase but nothing major.

VI. New Business

Leigh mentioned that there were dead trees she was concerned about breaking up. By her unit and #8. Wood Winds will mark the trees that can be removed.

Emma noted that people were storing items in their yards and were getting junky. The general agreement was that they wanted those areas cleaned up, especially the couches. Wood Winds will get a list and start calling people to clean up. Owners can also send photos to Wood Winds for them to call the unit owner, it stays anonymous.

Projects for 2020: dumpster pad, electrical meter panel replacement. The irrigation that was installed for the berm trees will be run again this year. Once the trees are established the system could be removed.

The boiler in building A had been going out regularly. A plumber had been working on the system and replaced a pump that was causing the fail, he will be back out this next week to keep working.

Randall explained to owners that the Board did discuss the dues and the budget with the knowledge that some owners may be struggling during the COVID closures. This is why the decided not to raise the dues.

A motion to approve the budget as proposed without a dues increase was made by Cindy, second by Leigh. All owners were in favor, none opposed.

Owner Education: The HOA Collection policy was included in the meeting packet. It outlines the steps the HOA can take if an owner were to fall behind in dues. The HOA must give the owner payment plan option to catch up before legal action can be taken. Any concerned owners can contact Wood Winds directly.

Next year's annual meeting was set for Sunday, 27, 2021.

Dave notified the owners that there was an active lawsuit against it from one of the owners. The Board was handling the situation in executive session, the HOA insurance policy was covering the legal fees.

Logan reminded owners to be careful about their garbage. Someone dropped hot coals in the dumpster this spring and started a fire. Also, if the dumpster is full please wait until the dumpster is emptied to put your trash in, don't leave it next to the trash.

VII. Election of Officers

The 5 member board had 1 year terms, the HOA could vote to increase that up to 7. Jotwan Daniels offered to join the Board. Kim Adams also offered to join. **A motion was made by Randall to increase the Board to 7 members. Second by Meredith, all were in favor. The**

current Board, Jotwan and Kim -motion by Meredith, second by Dave Vickers. All were in favor.

VIII. Meeting adjournment at 10:49am.

Respectfully submitted,
Abbey Browne
Acting Secretary
Vienna Townhomes HOA