

Vienna Townhomes HOA
Annual Meeting
Tuesday, August 30, 2022
Via Zoom

The Vienna Townhomes annual meeting was called to order at 6:02pm.

Randall noted to the owners that Wood Winds would no longer be managing the Association and the Board was looking into new management if any owners had a recommendation.

In attendance were Logan McAuley, Leigh Weyler, Jotwan Daniels, Randall Mott, Daniel Walton, Brad Edelberg, Dave DePeters, Amie Yoder, Itzhak Edery, Melanie McQuade & Drew Raezer, Kim Adams, Jamie Anderson, Amie Yoder, Shannon Best, Megan McKeary, Aaron Stover, Emma Bollinger. Abbey Browne represented Wood Winds Property Management.

A quorum was confirmed with 16 owners in attendance and 1 owner represented by proxy for a total representation of 61% of the membership.

The minutes from June 27, 2021 were reviewed. A motion to approve the minutes as written was made by Randall and seconded by Logan. None were opposed, motion carried.

Old Business

Shannon asked if landscaping and shoveling could be added back in to the HOA services. Several other owners agreed, other owners didn't feel it was worth the cost.

Manager's Report: Abbey reported on the financials through June. The HOA insurance renewal came back at double the current premium. Wood Winds worked with Farmers to get a new policy with a better premium, the Board did approve switching the HOA coverage. Plowing, natural gas, snow removal, insurance and cable costs all increased over the past year causing the HOA to be running significantly over budget. Those overages would come out of reserves reducing the total reserve level at the end of the year. The operating budget for 2023 was proposed with an increase of at least \$20,000 in operating expenses which would negate the entire reserve contribution. A dues increase would be needed to properly fund the HOA. The Board planned to call a special meeting to approve the budget once more information on new management was received. The Board was recommending a \$25 dues increase as well as a \$300 special assessment to fund reserves, but that could change. Owners should expect a dues increase no matter what.

Leigh asked about the mailboxes, Kim had looked into it but it was no longer an option from the local post office.

There was more discussion on additional services like shoveling and mowing. Abbey reminded owners that their dues had only increased \$10 since 2011, that was to cover internet costs which were actually \$35 per unit per month when it was added as a bulk service. Randall assured the owners that the Board would explore all options. Shannon also felt that staining of the exterior of the complex needed to be done, it had been deferred for several years. Several projects had been deferred because of the concerns with the budget and reserve levels.

The HOA does have a website, information to log in:

New Business

Proposed Projects: The roofs would be repaired in 2022. All other major projects would be deferred until funding could be ensured.

Proposed Budget: The Board was recommending a dues increase for 2023, but the budget would be approved once the new management was determined. Owners should be prepared for a dues increase. Daniel asked if a bigger increase should be considered since there was such a shortfall for the current year and expected for the next year. He felt the increase should cover the expected increases rather than just partially covering the expenses the HOA knows is coming. Daniel also asked if anyone still wanted cable rather than just dropping to internet. The Board was reviewing that option.

The monthly ACH draw would cease with the management transition, owners would need to provide their banking information to the new management if they had that capability. The Board will have access to the bank accounts, but the new management would need to set up the bank accounts and the ACH program which is separate.

Owner Education: Abbey recommended that owners review their insurance policies for their townhome. She recommended a minimum building coverage of \$275 per square foot. Owners that have improved their townhome should increase their coverage to include those upgrades. Owners also need personal property and contents coverage. Vacation rentals should have rental liability coverage, long term rentals should ensure that their tenants have a renter's policy.

Next year's annual meeting date: Randall proposed Saturday, August 19th in person. A virtual option could be made available if an option. Drew offered to set up a hybrid option at Beaver Run.

Brad asked about the management change and who initiated it and why. Abbey explained that Wood Winds provided the notice. Their biggest concern was that too many projects were being deferred and it was not a responsible way to manage an HOA. The management expense was also not covering the services provided, especially the emergency on-call needs.

Election of Officers: Kim nominated Drew and Megan. Kim, Jotwan, Randall, Logan, and Amie were all current board members and offered to stay on. **A motion to approve the slate was made by Randall, second by Leigh. None were opposed, motion carried by acclamation.**

*****Following the Annual meeting the Board met. The Board voted to increase the number of Board members from 7 to 9 according to the HOA Bylaws, then appointed Cat and Genevieve to the Board.**

The Annual Meeting was adjourned at 7:07pm.

Respectfully submitted,
Abbey Browne
Acting Secretary
Vienna Townhomes HOA