**Middletown Villas Condos – HOA Meeting Recap: June 11, 2019**

**Agenda:**

1. Open Meeting Joanna Conklin
2. Verify Quorum Russell Quick
3. Presentation of Ballot Joanna Conklin
4. Nominations from Floor Joanna Conklin
5. Election of Board of Directors Joanna Conklin
6. Counting of Ballots Russell Quick and an appointee by Joanna Conklin
7. Presentation of Financials Russell Quick
   1. Discussion and questions
8. Open Discussion Joanna Conklin
   1. Maintenance
   2. Dues structure and amount
   3. Open to floor
9. Election Results Joanna Conklin
10. Adjourn Meeting Joanna Conklin

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**Newly Elected Board Members**

* Joanna Conklin: President
* Sally Busam: Vice President
* Joyce Applegate: Secretary/Treasurer

**Maintenance Items (to be facilitated by Property Manager, Russell Quick)**

* Common areas will be power washed soon
  + Residents will be notified so doormats/etc. can be removed
* Update common area stair lights to be brighter
* Check back gate lock to confirm it locks
* Add small ramp to dumpster for handicap accessibility
* Contact trash company to confirm weekly pickup and see if dumpster can be replaced
* Paint shutters *(estimate to be provided to Board)*
* Clean gutters *(estimate to be provided to Board)*

**Dues Structure**

* **Dues will be raised by $15 starting January 1, 2020 (monthly dues will be: $140)**
  + To cover our budget shortfall (which is about $67.36 each month)
  + To build up cash reserve for future needs (roof replacement, parking lot striping, etc.)
  + Dues are to be paid around the 1st of each month

**Reminders**

* Only electric grilling is allowed on patios and balconies (no gas/charcoal/smokers)
* No items should be placed outside of dumpster (will not be picked up by trash company)
* Be sure to fully close the dumpster doors to prevent animals from getting inside
* Items are not to be stored under the stairwells
* Each car should occupy one parking space (do not take up two)
* Cars that are not legally licensed to drive or are in disrepair are not allowed in parking lot (will be towed)
* **Bylaws and handbook can be found online:** [**rqco.net/middletown-villa**](https://rqco.net/middletown-villa)

**NOTE:** We want to make sure our resident email list is up-to-date. Please send your email address to Joanna Conklin: joannaconklin80@gmail.com