

Cortina Ridge Property Owners Association

August 27, 2017

Annual Meeting Minutes

The annual meeting was called to order at 4:15pm at the home of Deb and Bruce Sacks, 292 Lake View Drive by board member Hugh, (Fez), Fairfield Smith. The other board member present was Janine Kung. Sherri Leigh was not able to attend. Jeff Leigh, although not on the board, helped with the running of the meeting in Sherri's absence. The quorum was met with 11 property owners comprising of 21 attendees.

In attendance

Sue & Jim Copp, Deb & Bruce Sacks, Janine Kung, Laurie & Barry Skolnick, Shellie Rosser & Milton Sleprow, Kay & Jim Phillips, Bob Lawrence, Kim & Mike Bollinger, Ann & Doug Perry, Jeff Leigh, Cindy & Fez Fairfield Smith, Cindy & Dana Bargell

2016 Meeting Minutes

The Meeting Minutes were presented.

A motion to accept the 2016 meeting minutes was made and duly seconded and the minutes were unanimously approved.

Treasury Report

Balance Sheet: \$10,900

Fez advised that \$200 was refunded to an owner for Design Review Fees as they decided to cancel the build.

General Discussion

2017 Annual HOA Meeting and Picnic

- Thank you Deb and Bruce Sacks for hosting the 2017 gathering in your home.

Website

- Janine Kung asked if the Cortina Ridge HOA Website could be updated with the following documents:-
 - Meeting Minutes: 2014, 2016
 - Budget: 2015, 2016
 - Financials: 2014, 2015, 2016
- Jeff Leigh advised he would follow this up with Sherri Leigh to see if the above can be uploaded.
- Lauri Skolnick suggested that the Website should be managed by someone else other than Sherri Leigh to help spread the workload. Shelley Rosser volunteered to help Sherri manage the Website.

Administration

- Jim Copp made a motion to allocate \$250.00 from the 2018 budget to hire additional administration help if needed. The motion was duly seconded and passed unanimously
- Sherri Leigh's term expired at the H.O.A meeting of 2017. All have appreciated Sherri's work. Sherri was re-elected for another 2 year term which will expire at the H.O.A. meeting 2019. The vote was unanimously approved.
- It was recognized the Sherri Leigh would not be the Treasurer forever so Laurie Skolnick suggested the Board work to develop a succession plan and timeframe to facilitate the transition from Sherri to her future replacement.
- Ann Perry offered to help Sherri with administration tasks.
- The group discussed increasing Board membership. All agreed it would be beneficial to have additional involvement, but instead of changing the number of Board members the group agreed the board should explore options as needed with assistant officers and committee members.
- All board members serve a 2 year term. Fez and Janine's term expires at the H.O.A. meeting of 2018. Sherri's new term will expire at the H.O.A. meeting of 2019.

2018 Annual HOA Meeting and Picnic

- Barry Skolnick volunteered to chair the 2018 annual picnic and meeting
A tentative date for August 26, 2018 from 4-6pm was motioned by Janine Kung and seconded by Cindy Bargell and approved by all. The place has yet to be determined.

Noxious Weeds

- Cindy Fairfield-Smith reminded everybody to be aware and try to stay on top of the noxious weeds on their properties.

Mail Delivery

- Deb Sacks asked if USPS had responded to a letter drafted by her, (re: mail delivery to residents in Lake View Drive), approved and sent by Cindy Bargell, dated August 12, 2017.
- Barry Skolnick was noted as the contact for response. Barry advised he had received acknowledgement of the letter from USPS via email on August 26, 2017, and he will continue to monitor the USPS communication.

Adjournment

- The meeting was adjourned at 6:30pm

Reminder

If your mailing address changes, please let me know. Thank you.
sherrirleigh@gmail.com