

Elk Run Townhouse Owners Association

Annual Meeting

July 16, 2016

1. Call to Order: Mary Wurbel, President, called the meeting to order at 9:07 AM.
2. Proof of Notice and Quorum: Vicki Steadman
3. Introduction of Board of Directors (pg.2)
4. Approval of 2015 Annual Meeting Minutes: Vicki Steadman; (pg. 3-4). **Motion, Second and Carried Unanimously (MSCU) to approve the minutes as presented.**
5. Presidents Report: President Mary Wurbel explained the association in a brief, yet descriptive format. President introduced the outcome(s) the community is looking for within a Homeowner's Association, as well as welcomed those wanting to be on the board.
6. Association Manager's Report: Christine Fisher, new community manager, included a brief description of her role within the community, as well as HOAMCO's. Explained the details of the association, and what will be implemented within landscaping, email blasts, as well as future budget items. A website through Caliber (access to documentations) was discussed. Access date will be August 8, 2016.
7. Treasurer's Report: Joyce Boatsman
 - (a) 2015 Year End Balance Sheet (pg.5): Stated Total Assets (\$115,873.98). Explained the pros and cons of the balance sheet shown. Explained why budget may increase, or decrease, making the focus about the detail(s) within the budget(s), as well as previous budget(s).
 - (b) 2016 Year to Date Financial Statements (pgs. 6-8): Net income was described (\$14,659.42). Streets were discussed within the budget, as well as winter seasons. Heading into the direction, by the end of the year, about creating a reserve fund. Questions about budget were proposed, and explained. **Motion, Second and Carried Unanimously (MSCU) to approve the financials as presented.**
8. New Owners:
 - a) Thomas and Sheila Alderson: 4003 Goodwin Circle
 - b) Brian and Rosemarie Bradley: 4009 Goodwin Circle
 - c) Ronnie and Kimberly Gifford: 4014 Goodwin Circle
 - d) Michelle Wang: 2301 Whispering Pines
 - e) Sarah Papajohn: 2432 Whispering Pines
 - f) Thomas Fields: 2315 Whispering Pines

- 9.** Update on Building Maintenance and Projects for 2016 (pg. 9-10): Concrete for 4003 Goodwin (railroad steps from parking area) as well as 4005 Goodwin. Building E is in need for sidewalk repair for tilting. Tree pruning (arborist) was discussed. Bid should be within two weeks. Work will be done within a two year span. Expect fall work to be done. Roads are to be sealed this year. Board will do a walk-around for chip sealing. Cost may be between 2-3 years, and in phases. Bid will be presented within the weeks to come. Two garages were completed—sixteen doors were ordered, and will be installed in the summer. Landscaping has two bids for the Board’s consideration for fall clean-up. Bushes will be planted. Barrels vs flower plantings in ground within discussion. Touch-up painting was discussed (repairs included). Deck and railing repair apart of discussion. Wood must be protected. Trash and Surrounds discussed, if budget permits. Dumpster sizes within discussion. Bulk pick-up starting in August. Homeowner’s also were in discussion—speed bumps are too high and labor clean-up.
- 10.** Discussion of Building Projects for 2017 (pg. 10): Concrete was discussed (railroad tie sidewalk replacement). Crumbling garage floors will begin the process of looking at work. Tree pruning will be continued of what was started in the year of 2016. Roads will be within another phase of continuation from the year of 2016. Garages will be within Phase 1 of complete of 12 doors. 2018 should see the remainder of phase 3 completion. Landscaping will have bids for 2017, similar to 2016. Barrels will likely be gone. Flower planting is being discussed for schedule within the spring. Painting will be examined (full scope vs touch-ups and repairs). Deck and railing repair, as well as painting, will be a continued process.
- 11.** Introduction of Director Candidates: Lynn Spangenberg, Pete Atwell, John O., and Terry M. (write-in).
- 12.** Announcement of Election Results and Introduction of New Board of Directors: Pete Atwell, Lynn Spangenberg and Terry M.
- 13.** Open Forum—Questions & Answers: Homeowner’s discussed certain concerns they may have, or had. Continuation of increasing the consistency within the association was discussed, as well as the goal(s) in mind.
- 14.** Adjournment: The meeting adjourned at 10:43 AM.

