

HILLSBORO CONDOMINIUM OWNERS ASSOCIATION
General Membership Meeting Minutes
November 9, 2015

The General Membership meeting of the Hillsboro Condominium Owners Association, Inc. was held at the Stetson Hills Police Station. The meeting was called to order by Mrs. Baldwin at 6:07 p.m. Present were:

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| Marilynn Baldwin | President |
| Larry Groggel | Vice President |
| Dennis Clancy | Secretary |
| Ulrich Schwartz | Treasurer |
| Deb Gabour | Director at Large |
| Darren Burns | Property Manager |
| Gayle Cantrell | Manager's Assistant |

Homeowners represented in person or by proxy were 55 (23.78%) with 28 in person and 27 by proxy, or 23.39%. A 33% quorum was not present.

Mr. Burns and Mrs. Cantrell conducted roll call and certification of the proxies at the door. In lieu of a quorum, proof of notice was provided by the members present. The 2014 General Membership meeting minutes were reviewed and unanimously approved.

For the President's Report, Mrs. Baldwin introduced the Board and Z&R. In 2015, all 30 buildings were completely painted (stucco included) in addition to all the garages and carports. The new color pallet is well liked. Marilyn requested any punch list issued be sent to Mr. Burns in writing. Deb is doing another follow up walk through and rechecks to include doors and door jambs, etc. Members of the Board have done and continue to do walk-throughs with the painters to finalize the job. The cycle for replacing the concrete steps was completed with newer sealed steps, the alarm system in the clubhouse was upgraded, a new camera system was installed and the flower beds in front of the clubhouse were redone.

Future projects will include continuing concrete replacement throughout the Community, asphalt repairs, cleaning out of the main sewer lines, roof replacements, gutter replacements and upgrades and possibly an upgrade to the clubhouse theater.

Mr. Burns gave a presentation of the current expenses and the proposed budget for 2016 and answered questions. The reserves in the Association's brokerage account have been invested in laddered CD's and are earning between .45% and 2.1% depending on the term. This is much higher than the yields from former years.

The Association is over budget year to date by 8.5% with a large portion expended for water, roof and stucco repairs and snow removal a result of the heavy rains in the spring after multiple snow events between January and March. Reserves have been funded for 9 out of 10 months and the current aged receivables are below \$6,000 while receivables from former owners remain at approx. \$13,000.

Mr. Burns announced there was going to be an average increase in monthly assessments of 3.2% effective January 1, 2016. Of the \$20,000 of projected new revenue, \$14,000 is allocated to reserves. He reminded all Owners to investigate and purchase “Loss Assessment” coverage of at least \$10,000 for their individual HO-6 insurance policies due to the wind and hail deductible on the master policy.

Mr. Schwartz provided a basic summary of the reserve expenses through the year. A new reserve study will be commissioned in the summer of 2016 and bids will be taken from multiple companies. The 100% figured recommended for the reserves to start 2016 is approx. \$1,300,000 with a recommended reserve allocation of \$213,000 for 2016. The budget allocation is much more moderate at \$175,000, so the Association is behind on reserve funding. The operating budget of 2016 is very tight and expenses must be monitored and there is nothing that can be done about utilities and insurance. Owners were recommended to conserve energy and water.

There was one Board position up for election for a 3 year term and Mr. Clancy was announced as the only volunteer who responded to the call for volunteers in the annual notice. An election could not be held, so the Board will appoint to fill the vacating position. The floor was opened for any additional nominations and there were none. Everyone present unanimously approved the appointment of Mr. Clancy for a 3 year term.

Under announcements, there was discussion on security patrols being prohibitively expensive and how to call the police on trespassers in and out of the pool or clubhouse.

The meeting was adjourned at 7:20 p.m.

An organizational Board meeting was convened at 7:25 p.m. for the purpose of electing officers. Mr. Clancy was unanimously appointed for a 3 year term. Darren was asked to investigate the possibility of amending the Bylaws to lower the quorum requirements for future meetings. The Board discussed the ongoing paint cycle and follow up walk-throughs and a possible oversized dog issue and FHA complaint. Officers were elected and Board term expirations are as follows:

		<u>Board Term Expires</u>
Marilynn Baldwin	President	2017
Larry Groggel	Vice President	2016
Dennis Clancy	Secretary	2018
Ulrich Schwartz	Treasurer	2017
Deb Gabour	Director at Large	2016

The meeting was adjourned at 7:55 p.m.

Marilynn Baldwin
President

Darren H. Burns
Property Manager