

**WEST VINE BUNGALOWS ASSOCIATION
DRAFT RECONVENED ANNUAL MEETING MINUTES
FEBRUARY 12, 2018**

MEMBERS PRESENT

Sign-In Sheet in Corporate Book

11 members were in attendance in person or by proxy.

P.P.S. STAFF

Becky Stewart
Community Manager

CALL TO ORDER

The Annual Meeting was called to order at 6:00 p.m by Becky Stewart. Board members in attendance were Abbe McKenna, Shawn Hines, Michelle Vandever, and Kathleen Mineo. The homeowners introduced themselves.

Homeowners in attendance were David Quigley, Marla Roll, Susan Lynham, Evelyn Molinari, and Rob Addington

PROOF OF NOTICE/DETERMINATION OF QUORUM – ROLL CALL

Becky Stewart of Poudre Property Services provided proof that notices were mailed to all owners. Becky stated a quorum of 11 members were present either in person or by proxy. Becky thanked everyone for attending and bringing proxies for some who could not attend. The quorum requirement is 20% to conduct the meeting which is 9 homeowners.

RADIFACATION OF BUDGET

Becky Stewart provided the proposed 2018 budget and the year end 2017 financials. The income received at year end was \$14,370 and expenses were \$15,076. In 2017 the channel was cleaned, fence post replacement, fence staking, and tree removal. At the end of the year there was \$923 in checking and \$12,744 in savings.

A motion was made and seconded to ratify the 2018 budget as presented. Motion passed unanimously.

ANNUAL ELECTION

Management stated that 4 board member terms have expired. The board members Kathleen Mineo, Jill Stilwell, Michael Conklin and Danielle Michael terms have expired.

Management asked for candidates from the floor to be nominated.

A motion was made, seconded, and unanimously carried to nominate and elect David Quigley and Sue Lynham to the Board for a two year term year term.

The Board agreed on the following positions and terms as follows:

President, Abbe McKenna - term expires 2019
Vice President, David Quigley - term expires 2020
Treasurer, Shawn Hines - term expires 2019
Secretary, Michelle Vandever - term expires 2019
Member at Large Sue Lynham – term expires 2020

APPROVAL OF THE ANNUAL MEETING MINUTES

A motion was made and seconded to approve the January 23, 2017 Annual Meeting Minutes. Motion carried unanimously.

HOMEOWNER FORUM

A homeowner asked about the \$12,744 in a savings account. Community Manager, Becky Stewart stated the reserve savings is for long term reserve expenses which would be for the replacement of the common area fences, irrigation, unforeseen expenses not within the budget.

A homeowner asked for a copy of the insurance policy and documentation for the insurance credit.

NEXT MEETING DATE

Next board meetings will be in April 23, 2018 and location to be determined.

ADJOURNMENT

There being no further business to come before the members, the meeting adjourned at 6:38 p.m.

Respectfully submitted,
POUDRE PROPERTY SERVICES

By:
Becky Stewart, Community Association Manager