

**WEST VINE BUNGALOWS ASSOCIATION
DRAFT ANNUAL MEETING MINUTES
JANUARY 7, 2020**

MEMBERS PRESENT

Sign-In Sheet in Corporate Book

10 members were in attendance in person or by proxy.

Poudre Property Services

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, Sue Lynham, Shawn Hines, Michelle Vandever, and David Quigley.

Homeowners in attendance were Lynsey Bates, George & Nancy Hagdorn, and Paul & Alwena Cooper

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 10 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.

HOMEOWNER FORUM

New homeowners inquired about the Architectural process. A homeowner reported weeds were not removed timely past Summer.

APPROVAL OF THE ANNUAL MEETING MINUTES

A motion was made and seconded to approve the January 7, 2019 Annual Meeting Minutes. Motion carried unanimously.

RADIFACATION OF BUDGET

Becky Stewart provided the proposed 2020 budget and the year end 2019 financials. The income received at year end was \$12,592 and expenses were \$13,676. A few of the homeowners paid the 2019 annual assessment in December 2018. At year end there was \$586 in checking and \$13,783 in savings. There is no further allocation to reserves in the budget for 2020.

There was discussion regarding the city requirements to clean the storm drain detention ponds by cleaning out the outlet structure, removing leaves and sediment in front of outlet structure so it doesn't plug the screen. Colorado Landscape made all repairs including cleaning out drain pans, removing grass growing on pans and cleared the grate/screen. The 2020 Budget will include \$700 for this work as needed.

The Board discussed the future replacement of the common area fences and the savings account of \$13,783 would not be ample. Bids were reviewed in 2015 with projected cost of \$15,000. At this time the Board does not plan to replace the fences in 2020.

David Quigley stated the bridge at the bike trail is the responsibility of the HOA and should be stained this year. Management to request bids and verify the bridge is insured with the HOA policy.

A homeowner suggested the Board invest the savings in a CD for greater interest return.

The homeowners would like the new landscape company to attend the April Board meeting.

ANNUAL ELECTION

Management stated that David and Sue's 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 Sue Lynham and Paul Cooper to the Board of Directors for a two year term year term.

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

President, Abbe McKenna - term expires 2021
Vice President, Sue Lynham – term expires 2022
Treasurer, Shawn Hines - term expires 2021
Secretary, Michelle Vandever - term expires 2021
Paul Cooper - term expires 2022

Officer positions to be determined at the next board meeting.

NEXT MEETING DATE

Next board meetings will be in April and the date to be determined.

ADJOURNMENT

There being no further business to come before the members, the meeting adjourned at 7:15 p.m.

Respectfully submitted,
POUDRE PROPERTY SERVICES

By:
Becky Stewart, Community Association Manager