

Village at Cordata, Northside, Condominium Association
Annual General Membership Meeting
January 23, 2020, at 10AM, VACNCA Club House

Minutes

Board Members Present: Beverly Brownrigg, President; JoAnne Wyatt, Vice President; Earl Sheneman, Treasurer; Larry Pollett, Building and Grounds; Patty Liggett, Secretary; Cheryl Scheele, Member; Lynn Kirlin, Member

Members Attending: Pete Asprey, Charlie Collier, Donna Collier, Larry Green, Dale French, Sylvia Hampson, Vale Hartley, Dale Harvey, Mike Onorato, Tim Metune, Ron Roberts, Linda Sheeks, Eunice Smith, Cherie Thomas, Jim Tragesser

1. Call to order: 10:20AM by Beverly Brownrigg

2. President Declared the Determination of a Quorum for an Annual Meeting as:

- 2.1. Proxy votes by Unit: 1198, 1214, 1220, 1222, 1226, 1229, 1232, 1238, 1239, 1250, 5075, 5081
- 2.2. Unit owners present: 1200, 1202, 1203, 1205, 1207, 1224, 1231, 1234, 1236, 1242, 1243, 1246, 1258, 1261, 1262, 1264, 1266, 1268, 5079
- 2.3. 12 Proxy votes and 19 Votes/ballots from the floor, for a total of 31, meet the 25% of 60 units requirement.

3. JoAnne Wyatt and Patty Liggett are re-elected to the Board for a term of three years.

4. Treasurer's Report for Year End 2019 (Earl Sheneman)

4.1. Highlights from the year:

- In Jan of 2019 we opened an account with Edward Jones Investment Company with \$100,000 from the reserve fund invested in FDIC insured CD's.
- We were under budget in the 2019 general and reserve fund budgets.
- We were able to keep the monthly assessment amount at \$420 for 2020
- We had a net gain of over \$4,000 in the reserve fund.
- We extended our contract with our landscaper, Custom Cuts, for an additional four years at no increase in cost to us.
- We renewed our contract with Comcast for an additional five years at a considerable savings over what we have been paying. This saved us from having to raise the monthly assessment rate by ten dollars per unit.

4.2. Required reporting items:

- General fund balance as of December 31, 2019: \$56,773.56
- Reserve fund balance as of December 31, 2019: \$247,301.77
- The latest audit report is for calendar year 2018. It is kept on top of the middle file cabinet in the clubhouse for all to view.
- Designated reserve expenses for specified projects are as stated in the 2020 reserve fund budget.
- There are no unsatisfied judgements and no lawsuits in effect against VACNCA.

5. Building and Grounds Report for Year End 2019 (Larry Pollett)

- 3 Garage doors and operators replaced,
- 2 Garage doors repaired,
- 5 New gutters
- 5 Facia board painting under gutters
- 17 Window replacements
- Pathway lights removed in center walkway
- Beam ends covered on the clubhouse
- 7 Units painted, plus misc. repairs
- Foundation vents opened in the spring and closed in the fall
- Irrigation inspected, turned on in the spring and turned off and purged in the fall
- 2 Chimney repairs
- 3 Dry rot repairs
- 2 Crawl space insulation replaced
- 2 Water leaks repaired
- 4 Mature trees removed
- Asphalt seal-coating completed
- New 4-year contract approved with landscape contractor

- Unit 1207: installed exterior handicapped ramp, at owner's expense
- Unit 1206: installed new deck, joint effort with HOA help
- We stayed within our budget! ☺

6. IT Report (Pete Asprey)

- 6.1. Operated "Alert System" to send announcements via email/paper
- 6.2. Publish/distribute official board materials as directed by the Secretary; Resident announcements
- 6.3. Northwind Calendar: Post quarterly in clubhouse. Unused online version terminated.
- 6.4. Residence information: Update monthly; Print/Post/Distribute to residents & web site.
- 6.5. Emergency Contacts List: Quarterly Updates; Password protected to Board
- 6.6. Active New Projects: New Northwind Web Site; Motion log to the web; Files to web
- 6.7. Operated "Mail is In!" system; two repairs during the year
- 6.8. Provided assistance to board members with computer issues affecting duties.

7. Social Committee report (Barbara Green & Rhea Ramsay, Co-chairs)

- 7.1. The Social Committee for 2019 was composed of Cindy Asprey, Bev Brownrigg, Sue Conger, Wilma French, Barbara Green, Mary Kirlin, Patty Liggett, Sue Peeples, Rhea Ramsay, Helen Roberts, Cheryl Scheele, Linda Sheeks, Cindy Sheneman, and Barbara Willis. Barbara Green and Rhea Ramsay are co-chairs. We meet as a group in January, to plan dinner events and afternoon social events for the entire year.
- 7.2. The Social Committee hosted 11 dinner parties, and 11 afternoon socials. Some of the events we did included a barbeque, happy hour/bring your own beverage, ice cream social, Pizza party, and the catered Christmas dinner. Some dinners have a small charge to cover expenses. Attendance ranged from 17 to 40 people. The bake sale was well attended and raised \$564.00. Special thank you to the Congers who again were the tellers at the bake sale.
- 7.3. The Social Committee is funded by the raffle, some folks giving back their amount from the raffle, the Christmas Bake Sale, and some funds from the charged dinners. This year the social fund purchased supplies for the clubhouse, some items for potlucks, part of the catered dinner and some of the afternoon social events.
- 7.4. Isabel Samuelson has again graciously volunteered to keep our club house library in great condition.
- 7.5. Charlotte Martin volunteers as our sunshine person and will send cards to the neighbors.
- 7.6. The clubhouse is open to all residents for their use, simply sign up on the wall calendar by the mailboxes and check with Barbara or Rhea. Instructions for using the clubhouse are posted on the front of the refrigerator.
- 7.7. We welcomed new residents: Dennis and Julie Fox - 5077, Evelyn Friesen - 1218, Beverly and Don Glick - 1244, Judy and Les Jensen - 5071, Peggy Kerns - 1228, Les and Nancy Larsen - 1223, and Nettie Post and Sheila Johansen - 1260.
- 7.8. Barbara Green will be resigning as co-chair of the Social Committee, effective at the end of 2020.

8. Members Open Discussion

- 8.1. Michael Onorato encouraged members to attend Cordata Neighborhood Association meetings.
- 8.2. Members expressed positive thoughts regarding the new stop signs and the new roundabout near our neighborhood.
- 8.3. Concerns were voiced regarding snow removal. The President determined that the Board will investigate and present a plan at the next Board meeting.
- 8.4. Tim Metune and Pete Asprey have BBQ covers that have blown into their yards. If a member has one missing, please check with them.

9. Cheryl Scheele moved to adjourn the meeting. Larry Pollett seconded. Motion approved.

10. Meeting adjourned by Beverly Brownrigg at 11:00AM.

Submitted: Patty Liggett, Secretary