

**YARMOUTH WAY CONDOMINIUM ASSOCIATION INC.**

2019 Annual Meeting Minutes

Location: 4628 16th Street Date & Time: Mon Nov 4, 2019 – 6:30 PM

**MEETING ATTENDEES**

HOA Board Members Present	Cathy Badell, Sabrina Neu, Steve Muller	Quorum Met? (25% = 7 Owners)	Yes
HOA Board Members Not Present	Drake Elkins	Other HOA Member Attendees	Laura Price (4616 16 <sup>th</sup> )
Property Mgmt Co Attendees	Helen Cartwright	Guest Attendees	N/A

*\*Annual Meeting Minutes are DRAFT until approved at the subsequent annual meeting.*

**AGENDA**

1. **Call to Order / Confirmation of Quorum** – At 6:34 pm. Quorum is met. Four owners plus 3 proxies = 7 owners.
2. **Approval of 2018 Annual Meeting Minutes** - Motion by Cathy to approve annual minutes from 2018 and seconded by Steve. Motion passed unanimously.
3. **President’s Report**
  - a. Master HOA
    - a. Asphalt and concrete maintenance Lot 15 driveway completed.
    - b. Snow Removal – Snow removal committee requested and received bids from 4 vendors, including current vendor, Native Edge. Recommendation was to retain Native Edge, which the Master HOA Board approved. Changes in 2019/2020 - eliminated separate visits for ice control services but ice melt will still be applied during snow removal. Have put buckets of ice melt at mailboxes.
    - c. Property taxes for Master HOA were resolved, but no refund for 2017.
  - b. YW HOA
    - a. SLOW will be painted on the Lot 15 driveway at the woonerf.
    - b. Rock mulch in the GCE areas completed.
    - c. 23 of 25 owners painted by the deadline. Remaining two owners will either get painting done or HOA will arrange and bill back in Spring 2020.
    - d. Many sprinkler leaks / repairs in 2019.
    - e. No units turned over to new owners.
4. **Treasurer’s Report / 2020 Budget**
  - a. Over budget through October 2019.
  - b. 2020 budget increases driven by insurance increase and Master HOA dues for 2020 went up significantly for snow removal overage in 2018/2019 and expected snow removal in 2019/2020. Budget has been increased for sprinkler repairs as well. In order to cover operating expenses and reserves transfers, board approved increase dues in 2020 by 9%.
5. **2020 Projects**
  - Irrigation Under Concrete – Helen will get additional information about costs and risks.
  - Tree Trimming – Helen will tell them to schedule the work when available during dormancy.
6. **Election of Directors**
  - a. Laura motions to re-elect the HOA Board for 2020: Cathy Badell, Sabrina Neu, Steve Muller, Drake Elkins. Motion passed unanimously.
  - b. Cathy nominates Laura Price to the Board, Sabrina seconded nomination. Motion passes unanimously.

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**7. Homeowners' Concerns**

- a. NECO-Pass Program** – Looks like RTD will have an increase. Helen will find out how many owners are interested.
  
- b. Ice Melt Application** – An owner requested less ice melt be used. Separate visits for ice control have been eliminated.

**8. Adjourn**

- a.** With no further business to discuss, Cathy motions to adjourn, Sabrina seconds. The meeting adjourned at 7:23 pm.