



Four Seasons Patio Home Association
Annual Meeting
June 4, 2019

Date: June 4,2019

Location: Jefferson-Madison Regional Library - Northside Office Rio Road

1. **Call to Order:** Chris Meadows called the meeting to order at 6:15 p.m.

He gave a brief welcome and explained the agenda that the meeting would follow and there would be an open session following all the committee reports.

2. **Quorum Determined:** 13 Members Present 4 Proxy & 5 Board Members Present.

(13 needed for quorum) (One additional member came in after the start)

3. **Reading and Approval of Prior Year's Minutes** - The Secretary read the minutes and they were approved.

4. **Treasurer's Report:** Reviewing the Cash Flow Report provided by the Treasurer, shows the current account balances are: Checking Account \$19,222.88 and the Savings Account \$29,953.38 The following income and expense categories were displayed: Total Revenue: \$119,928.23. Expense categories: Cable, Trash, Landscaping and Extra Visits, Tree Maintenance, Maintenance Projects, Doggie Bags, Administration which totaling \$118,709.23.

Leaving a net positive flow of \$1,219.00

5. **Financial Secretary:** Chris reported that any homeowner fee balances not paid by the 30th of June will be considered late and be added to the new fiscal year with a late fee of \$10 per each late quarter. Payments are due at the beginning of the pay period: Annually, Quarterly or Monthly. Two years of invoicing has improved collection of payments. If a member has been informed that they are past due and disputed the difference and have not been resolved - that member is still considered delinquent.

The current status shows ninety members paid in full, two members past due and need immediate action, ten are past due two quarters or more. The total amount past due is \$13,408. An explanation followed of when court activity is started.

Payments may still be made Annually, Quarterly or Monthly. The decision of when to pay is left up to the home owner but the homeowner needs to let the Financial Secretary know so that the invoicing can be established. We have been using the electronic invoices for almost two years and it is working very well.

6. **Commons Area:** Steve Ward, using slides, pictures and an area map reported that for the last year we have concentrated on dealing with invasive Ivy and Bamboo. There have been six trees trimmed or removed and we have received several Drainage Project estimates. The plan for FY2019-2020 is to continue bamboo and ivy abatement; girdle vines in trees and pursue drainage projects in Areas E/F and G/H.

The detail was presented showing the budgeted items for landscaping, extra landscaping, tree maintenance and maintenance projects. Most of the expenses were due to tree trimming and removal.

There was a discussion of using swales to attempt to control the flow of the rain water in the commons areas. The area between Monterey and Lake Forest Drive impacts maintenance.

7. **Architecture:** Chris addressed what changes have been made to the Architecture guidelines which make it easier for the homeowner to understand and to implement improvements to their property. Deb added that there have been some notices and people are taking them personally and they are not meant to be personal. If the homeowner will call and discuss the issues and what their plans they have things can probably worked out. Chris stated that the Maintenance Standards will be written to take out subjective language and put in more objective language to help the homeowner understand what is allowed and not allowed.
8. **Legal Updates:** Have cleared one account that was in arrears. There are currently two outstanding. One from before and another just added. Neither are making payments and the only course for us to take is "Non-judicial foreclosure". Chris showed the steps that are required. There are ten homeowners in arrears. Once, a homeowner gets three quarters in arrears they will get a letter stating that they need to come to court.
9. **Budget Considerations:** There will be a \$24 dues increase for next year; four extra landscaping visits; \$100 dollar increase in doggie bags, \$25 increase in postal fees. We have not been successful in obtaining a security contract.
10. **Election/Selection of New Board:** Two board members are leaving the board at the end of this month; Chris Meadows and Megan Maloney. The board thanks them for their service. (Megan has volunteered to continue the Financial Secretary duties but does not want to be on the board). The President opened the meeting for nominations and or volunteers to each serve on the board for a two year term. After some discussion Shawn Clouse of 1461 Monterey Drive and Cathy Broaddus of 1495 Lake Forest Drive volunteered and were unanimously approved. The other board members are Susan McCormick, Pat Abell, Deborah Kelsey, Mary Hackett and Steve Ward. The positions they serve will be determined at a special board meeting and published in the next newsletter.
11. **Open Question and Answer Session**

A discussion followed mainly on the swale solution to the drainage problems in the Commons Area. Would there be concrete swales or simply earthen swales to control the water flow? Steve mentioned that someone could walk over to the townhouse area and see examples of both types of swales. We plan on using earthen swales. Concrete swales would be more expensive.

A question of could there be a modification of the Comcast contract to add internet. The response is that we are not modifying any contracts and that the

Comcast contract still has two years remaining. A future board will have to address that issue.

Another discussion regarding both Comcast and Centurylink telephone cables lying on the surface of the commons area and what could be done.

13. **Meeting Closed:** Being no further business, the meeting was closed at 7:12 p.m.