

**Avalon Homeowners Association
Annual Meeting – Jubilee Baptist Church
December 2, 2013
Minutes**

The annual meeting was called to order by Michael Rader at 6:32 p.m.

Quorum – Confirmed by Michael Rader that we were 3 homeowners short of a quorum.

Michael introduced himself and reminded the attendees that all board positions were voluntary. He also asked everyone that had any questions or wished to comment during the meeting to stand and state name in order to be heard clearly and allow us to capture notes accurately.

Secretary, Cindy Paul, took roll call of board members present: Dan Detman, Frank Trotter, Paul Brown, Michael Rader, Cindy Paul, all present; Jason LeClear was not present.

Michael asked for any changes to meeting minutes from 2012 midyear and annual meetings, previously posted to the HOA site, no changes suggested, however no motion to accept since we didn't have a quorum present.

Michael took the opportunity to introduce the board members and briefly describe responsibilities prior to officer reports. He confirmed that Dan Detman and Jason LeClear would be rolling off the board as of this year.

Secretary Report – Cindy Paul: No report at this time

Treasurer Report – Dan Detman: Reviewed P&L statement verbally and leveraging projector for audience review. Dan confirmed that the income appears less than what we had for the year due to homeowners paying dues in December of 2012; all dues were paid with the exception of 2 abandoned homes on Avalon Blvd and CR 54. Budget for the year reviewed, confirmed some unexpected expenses to include work at fountain and gazebo. Fountain pump unit has been sent to factory to evaluate if it can be repaired or should be replaced; if repaired estimated to be \$1,778, if replaced it is estimated to be \$3,606. Technician found much fishing line wrapped around spindle, Dan asked for help from residents to keep line from pump. Gazebo was power washed recently and currently accepting quotes for painting gazebo and fencing. Dan confirmed that if we do go into red for year that we do have a reserve fund, established last year, that equates to 75% of our community annual income, \$35,475 is annual income therefore reserve is \$26,600; intent of fund is self-insurance for unexpected damages/repairs not covered by our insurance such as sprinklers, fountain, gazebo, fence. Our proposed budget for 2014 was shown, Dan will be presenting at next board meeting and if there are no objections he confirmed for the group that it will pass as shown. Dan confirmed that dues will remain at \$275 for 2014 and the invoices went out via email, however can be provided via paper copy if requested. Dan reviewed prior inquiries for option of credit card payment for dues, he asked the group to raise hand if they would be willing to take advantage of option if it included a \$10 service fee, however assured that it was not a vote, no one raised hand. Dan confirmed that currently we will not pursue that option due to potential costs. At close of financial report Dan offered to review any other financial information as needed with anyone after the meeting, he then opened it up for questions. Ralph Stemp asked if financials would be posted on website due to limited visibility on screen, Dan confirmed that the financial information would be posted to site for all registered to review.

ACC Report – Frank Trotter:

Frank introduced himself as the new ACC chair, prior experience as the secretary. Frank reviewed the importance of the ACC form being utilized consistently and explained some of the reasons why it's so important, to include things such as age of community, resident/neighbor satisfaction and compliance. He confirmed for the group that his goal as the ACC

chair is to ensure that the neighborhood functions well. He encouraged the meeting attendees to inform board or neighbors of the need for the form to be submitted when they hear of anything. Frank closed with letting the group know he can be reached for discussion or questions whenever needed via contact information on the site.

Michael Rader added that the forms are available on the website and confirmed that he does not readily recall any request being denied this year. He also reiterated that this process is to protect the neighborhood, not to make it difficult.

No questions asked of Frank from participants.

Vice President Updates – Paul Brown: No updates at this time

President Update – Michael Rader: Michael reviewed the role he plays in the board member meetings such as creating agenda for monthly meeting, keeping all on track and shared that he typically votes after everyone else and only when needed during a tie. He also informed the attendees that much of the communication and decisions that are made by board are done so via email and that typically all members are in agreement on topic.

Michael voiced his appreciation for Dan Detman's contributions to the board and community and asked the attendees to show their appreciation as well, which they did via applause.

Michael highlighted that he had at least 60 requests that needed addressing this year and Dan was instrumental in many of those responses. He then led to committee reviews:

- **Welcoming Committee – Dan Detman:** 8 new residents to the community this year, which Dan reviewed for the meeting attendees as an additional welcome.
- **Communications Committee – Dan Detman:** Currently 135 registered users to the community website, 129 lots in community, however you are able to register more than 1 user per household. Dan demonstrated the website via the projector to show attendees how to navigate the site and what was available within the tool as well as troubleshooting login issues. Dan also showed the attendees how to view important documents that are posted to include ACC request forms, rules and regulations, restricted covenants, approved builders, meeting minutes since 2007, board member contact info, etc. Dan also requested that anyone with suggestions on improvements to please share. When opened up for questions none were posed.
- **Pond Committee – Frank Trotter:** Frank reviewed the addition of pond fertilization schedule that was implemented in 2013; still no solution for addressing cattails. Appears that the fish are healthy, reminded the attendees of the water moccasins that have been reported throughout the year.
- **Yard of the Month – Dan Detman:** Contest was held May-Sept of this year, Dan reviewed all winners from each month and confirmed that it will repeat beginning May of next year.
- **Christmas Decoration Contest – Michael Rader:** – Judging will take place December 18th-24th, and will be judged by a family outside the neighborhood that does have small children to provide input; 1st place prize \$75 giftcard, 2nd place prize \$50 giftcard, 3rd place prize \$25 giftcard; no questions posed by attendees.

Michael followed agenda to confirm no other business had been set aside from board meetings to be addressed and that there was no unfinished carry over business that needed to be addressed from past board meetings.

Question from floor - Jeff Foreman, asked how we address or deal with concerns of teenagers/kids jumping off gazebo and swimming. Michael shared that if he didn't want to address it to simply notify a board member to address as currently there was no other specified process.

Next topic was board member election for open positions, however we did not have a quorum for voting. Suggestion from board was to still take the ballots and use those votes as recommendations to appoint new board members. Those leaving the board are Dan Detman as Treasurer and Jason LeClear as At Large. Michael confirmed that when completing the ballots it was general, not specific to a position. Michael also made the recommendation for attendees to consider Dan Detman back to board and asked the floor for any recommendations or volunteers to be considered; Joel Emmett raised hand to volunteer to be a board member; on behalf of Board, and in presence of attendees, Michael accepted Dan Detman to return for 3 yrs. and for Joel Emmett to join as a new board member, there were no objections from board and no additional comments from floor.

Announcements/Comments from the Floor:

Mark Engelmeyer asked about parking boat in driveway and what was decided on timeframe. Michael responded with process providing for 72 hrs. allowable for boats/RV in driveway but requested that board be notified when this was going to take place. Michael also reiterated that this was for driveway parking, not road.

Mike Lehan commented that a number of times he had his camper in driveway, once he needed part and actually had to have it there longer, but each time he's called to inform of this, has never had a complaint because he's always informed board ahead of time, and thinks it works well, that if you tell the right people everyone works with you.

Michael asked for any additional questions or comments, none were made at that time.

Michael adjourned meeting at 7:10 p.m. and reminded the attendees that he and other board members would be available after meeting for any questions or feedback.

Approved:

Michael Rader, President

Cindy Paul, Secretary