

Avalon Homeowner’s Association Board Meeting December 12, 2023

Ellen called the meeting to order: __7:02__ PM

| Name | Role | Present |
|------------------|-------------------|----------------|
| Ellen Najdowski | President | X |
| Candi McKean | Vice President | Absent |
| Jeff Shoemaker | Treasurer | X |
| Molly Stinchcomb | ACC Chair | X |
| Mike Rauch | Maintenance Chair | X |
| Chris Rankin | Secretary | X |

Homeowner Attendance

- 129 lots in the HOA; 20 homeowners were in attendance and 2 represented by Proxy
- 25% of the homeowners of the 129 lots = 33 needed to be in attendance to be a voting meeting
 - As a result, this is deemed a non-voting meeting for the homeowners.
- Much appreciation to the homeowners that took the time from their busy days to attend and voice their opinions, concerns and appreciation.

Approval of Meeting Minutes (Ellen Najdowski)

- November Meeting minutes were previously distributed and approved via email

Financial Update (Jeff Shoemaker)

- Jeff distributed the financial statements via email and received approval by all.
- He brought hard copies to the meeting and reviewed the highlights
- Jeff relayed that although we had several unique expenditures surface this year, through November we have not utilized any management reserve funds.
- Jeff surfaced that the board is considering increasing the annual HOA Dues and asked for feedback from the meeting attendees.
 - Many cited that Dues had not been raised in several years, and agreed an increase was appropriate.
 - When asked, Jeff indicated the board was considering settin Dues at \$400 - \$450 per year
 - One homeowner indicated he felt the increase was OK, however, would like the board to rationalize and document what the increase would be with good justification.
 - One homeowner indicted that the annual inflation rate was 2.86? and that is a basic justification. Suggestion was to calculate how many years the dues have been stagnant at \$325 and adjust by years X inflation rate. Inflation would be one facet or reason to increase the Due, plus any other justifications the board may have.
 - Board agreed to review the need, justification and will decide dues amount prior to sending out invoices for CY2024

Approved and Pending ACC Requests (Molly Stinchcomb)

- Molly provided insight to the various types of ACCs that had been received and approved.
- The board is appreciative for all the homeowners that provided an ACC for review and approval throughout the year!

New Residents/Welcome Wagon (Ellen Najdowski for Candi McKean)

- Ellen briefed that the board continues to provide a 'welcome' basket and information for new homeowners to Avalon.
- Ellen reminded folks that the HOA maintains the Avalon website and Facebook page.

Special Events: (Ellen Najdowski)

- 2022 Movie Night, Mardi Gras Parade, Easter Egg Hunt (cancelled due to weather), Spring Garage Sale, Adult Spring Social (& Corn Hole Tourney), 4th of July & Fireworks, Fall Adult Social & Chile Cookoff, Halloween Ride and Decorating Contest, Christmas decoration contest.
 - Indicated most events were well done, and well attended.
 - Adult socials are a hit, got lots of feedback folks enjoy the gatherings
 - Garage Sale participation was a bit low, need improved marketing
 - Suggestion is to use committees to improve and expand events.

Maintenance Update (Mike Rauch)

- Mike briefed that the board had completed many significant improvements to HOA assets this year including:
 - Junction box drainage
 - Gazebo renovation and installation of new lighting
 - Replacement of the pond fountain
 - Replacement of the entrance camera system
 - Clean up of the access road
- Mike surfaced there was an outstanding issue the board was working. The well pump is not working correctly to provide backfill to the pond. He has contacted the vendor that installed the pump and is awaiting response. The pump is working appropriate for the sprinklers, just not filling the pond.
- Residents made a few suggestions for future improvements and items for consideration.
 - Install items for children in the neighborhood such as swings, Playground equipment, etc.
 - Engage in beautification efforts for the Avalon entrance and parkway; suggestions were to trim up &/or removal of trees, improved lighting, better Christmas decorations, remove the magnolia tree at the entrance, repairs to the entrance building roof, etc.

Elections (Chris Rankin)

- Chris relayed that two board member seats were being vacated. (Mike Rauch & Jeff Shoemaker), and that Ellen has submitted her resignation.
- The current board is to be staffed by 5 to 9 members and is currently comprised of 6 members.
- Chris called for nominations from the existing board members, then asked for nominations or volunteers.
 - Ellen nominated Jeff Warman
 - Residents nominated Robert Bullock (SP?)
 - Residents nominated Mark Engelmeyer
 - Kathy Freund volunteered
 - There were two other nomination, however, those individuals did not accept.
- Chris indicated that as we did not have a quorum of homeowners at the meeting, it was a non-voting meeting, therefore, the board accepted and Approved all nominations.
- The board relayed that the new members were asked to stay after the regular meeting, to participate in the Executive Session where roles for board members would be discussed and determined.

Questions and Comments (Ellen Najdowski)

- Suggestion to investigate sealing the pond to reduce leakage, (drilling mud)
- Suggestion to improve the pond pump house, painting, shrub trimming and / or removal
 - Robert Bullock offered to paint, if the HOA provided the paint.
- Suggestion to use the national averages for inflation for setting the HOA dues amount
- Request to have better food truck participation at the various events (4th of July)
- Loved the Cornhole Tourney, looking forward to that in the coming year
- Improved use of the HOA owned green space
- Suggestion to acquire legal perspective regarding liability for public use of playground equipment and children play areas.

The board appreciated all the input, suggestions for improvement and comments.

We'll work through them, reaching out to residents to evaluate support for various initiatives.

Executive Session:

- Welcomed the new additions to the board and discussed the process for determining roles.
- The board members made nominations, acceptances, and determined next steps.
- The following is the results and will be the roles for CY2024

| Role | CY2023 | CY2024 |
|----------------|------------------|-----------------------------------|
| President | Ellen Najdowski | Chris Rankin |
| Vice President | Candi McKean | Molly Stinchcomb |
| Tresurer | Jeff Shoemaker | Kathy Freund |
| Secretary | Chris Rankin | Jeff Warman |
| Maintenance | Mike Rauch | Robert Bullock |
| ACC | Molly Stinchcomb | Mark Engelmeyer / Molly Stinchomb |
| | | Candi Mclean |

- Next steps; Document the roles and assignments in the December meeting minutes, review and approve the meeting minutes, and the President & Treasurer take appropriate actions.
- Chris asked Jeff, Mike and Ellen to begin a knowledge transfer to the incoming members.

- **Welcome to the New Board Members for CY2024!**

- **Special Thanks to Mike, Jeff and Ellen for their commitment to our neighborhood and great work on the Avalon HOA!**

Motion to Adjourn the Meeting by Ellen at 7:53 PM

Second by: Chris

Vote Results: All in Favor by those in attendance.

Upcoming Calendar

- Suggest our first meeting is in the week of January 7th through the 14th.
 - Agenda for the meeting:
 - Develop Calendar for Special Events
 - Finalize the amount for CY2024 HOA Dues
 - Status of knowledge transfer from previous board members

Notes on Robert’s Rules of Order:

- Each topic speaker has 10 minutes to introduce
- Speaker may use part of their 10 minutes to take questions
- The speaker may make a motion, which will be acted upon during their topic; all other motions will be held for the “new business” section at the end
- In new business – or if a motion is made by speaker - each board member may speak twice for up to 5 minutes each time
- If time expires, a motion may be made to table the discussion for the following meeting
- President only votes in the event of a tie
- Secretary captures motions, seconds, and results.
- Times approximate; if one topic ends early, the time is not added to the next.

Annual Dues Information

Below is information regarding annual inflation, and a table calculating dues based on the inflation rate.

Inflation as measured by the consumer price index reflects the annual percentage change in the cost to the average consumer of acquiring a basket of goods and services that may be fixed or changed at specified intervals, such as yearly. The Laspeyres formula is generally used.

- U.S. inflation rate for 2022 was **8.00%**, a **3.3% increase** from 2021.
- U.S. inflation rate for 2021 was **4.70%**, a **3.46% increase** from 2020.
- U.S. inflation rate for 2020 was **1.23%**, a **0.58% decline** from 2019.
- U.S. inflation rate for 2019 was **1.81%**, a **0.63% decline** from 2018.

| Year | Dues | Rate | Result |
|------|----------|--------|----------|
| 2018 | | | |
| 2019 | 325 | 1.0181 | 330.8825 |
| 2020 | 330.8825 | 1.0123 | 334.9524 |
| 2021 | 334.9524 | 1.047 | 350.6951 |
| 2022 | 350.6951 | 1.0801 | 378.7858 |
| 2023 | 378.7858 | 1.031 | 390.5282 |
| 2024 | 390.5282 | 1.0377 | 405.2511 |
| 2025 | 405.2511 | 1.0377 | 420.529 |
| 2026 | 420.529 | 1.0377 | 436.383 |