

AUNE HOA 2020 ANNUAL BOARD MEETING MINUTES

Wednesday, March 25, 2020

6:00 PM

Zoom Conferencing

I. Called to Order; 6:05 pm

II. Roll Call

Members Present:

Lisa and Peter Mantow (Lot 9)

Michelle Cruz Galvez (Lot 18)

Tyler Lockhart (Lot 23)

Gayla Boast (Lot 33)

Robert and Karen Swanson (Lot 35)

Eric Nicholson (Lot 39)

Rick White (Lot 41)

Others present:

Lori Borders, Jessica Ivey

III. Introductions

Lori Borders introduced the board and herself and asked if anyone objected to the meeting being recorded in order to prepare accurate minutes. There were no objections.

IV. Reviewed the Agenda

V. Determination of quorum

A. It was determined that a quorum, defined in the bylaws as 10% of total votes (or 5 lot owners), was in attendance for any actions except as otherwise provided in the Articles of Incorporation, the Declaration (CCR) or by the bylaws.

B. It was determined that, while a quorum was present for regular activities, a quorum for certain activities of the HOA was not present. Article I, Section 1.4 of the CCR prohibits certain actions such as disbanding except by a vote of 70% of total votes (or 33 lot owners.)

VI. Vacancies and Nominations

A. Covered Vacancies, description of positions

Eligibility requirements:

- 1) Must be the owner of record of a lot in the Aune neighborhood
- 2) Must be available for meetings on short notice year-round.

- 3) A Director may not be elected if the Lot's voting rights are suspended due to unresolved violations of the covenants or non-payment of dues.

B. Nominations and Elections

Following the review of the election cycle and directors' duties (see attached) the need for one director for a three-year term and one director for a one-year term was raised.

Eric nominated Lisa Mantow for the three-year term and Peter Mantow for the one-year term.

Lori asked for a second from the floor for the nominated candidate. Several seconded the nominations.

Lori Borders asked if there were any other nominations or volunteers. There were none.

Lori asked if anyone objected to voting by a slate. There were no objections.

Lori asked if anyone objected to voting by voice. There were no objections.

Lori Borders asked for a vote and both nominees (Peter and Lisa Mantow) were re-elected with 100% of the available votes as nominated.

VII. 2019 Financial review and 2020 Budget

A. 2019 Budget vs. Actual

Lori reviewed the 2019 Financials (see attached)

- *Income* was over the budget of \$ 7,041 by \$ 40; while one lot is in arrears for 2019 dues, that amount was offset due to the collection of fees for late payments.
- *Budgeted expenses* were \$ 6,136 as compared to actual expenses of \$ 7,190 (before Reserve Fund Allocation; $6136+945=7081$.)

Expenses were under budget for the year by \$ 1,054 before the budgeted Reserve Fund Allocation of <\$ 149>

We transferred a net profit of \$ 945 to Reserves for this year. Profits this year are an intentional part of our plan to reserve funds to cover

pond related expenses which we only experience every two to three years.

B. 2019 Check Register

Lori presented the 2019 Check Register (*see attached*) 2019 Beginning balance was \$10,459.41; ending balance was \$10,458.28. Reserves of \$6,228.33 increased to \$946.68 to \$7,175.01 in a separate, interest bearing account for the Contingency Reserve. Total Cash on hand at the end of last year was \$16,687.74 and as of 12/31/2019 cash on hand totaled \$17,633.29.

C. Vote on 2019 Financial Report

The report for 2019 Financial activity needs to be approved by the members. The Treasurer's report comes as a recommendation (or motion) from the board, Lisa seconded and motion passed unanimously.

D. Review and vote on 2020 Budget

Lori presented the budget (*see attached*)

The proposed 2020 Budget comes as a recommendation (or motion) from the board. Discussions as follows:

Only minor changes are being made in the budget this year other than the bi-annual or tri-annual tree cleanup of the detention pond which will be necessary every two to three years.

Karen seconded the recommendation to accept the budget as presented; Lori called for a vote on the motion which passed unanimously.

VIII. 2019 Home Sales and property values

A. Sales

In 2019 four lots changed ownership:

▶ 01/30/2019

Lot 44	1,014 sq. ft.	\$300,000	\$296/sq. ft.
--------	---------------	-----------	---------------

▶ 08/22/2019

Lot 19	1,566 sq. ft.	\$368,000	\$235/sq. ft.
--------	---------------	-----------	---------------

▶ 09/10/2019

Lot 03	1,566 sq. ft.	\$379,000	\$242/sq. ft.
--------	---------------	-----------	---------------

▶ 09/23/2019

Lot 10	1,420 sq. ft.	\$375,000	\$264/sq. ft.
--------	---------------	-----------	---------------

Avg of \$255/sq. foot in 2019

B. Home Values

It was noted by Lori that residents should be encouraged as home values in our zip code rose 6.1% in 2018 and 6.1% in 2019 and are projected to rise another 5.9% in 2020.

IX. Website

We reviewed our website and email information.

Website can be found at www.aunehoa.org

Email: aune98270@hotmail.com

Website contains a calendar of events, can be used to announce yard or garage sales, items for sale etc.

Additionally, if a member of the association would like to add an item to the next board meeting agenda, the "Contact Us" feature can be used.

They can convey their concerns, issues and questions using this feature or by simply sending us a quick email.

X. Old Business

A. None

XI. New Business

A. None

XII. Questions

A. TBD

XII. Miscellaneous Business

A. Eric asked if for input on whether to repair or eliminate the small rail fence at the entry to Aune; which has been vandalized on more than one occasion. After some discussion the consensus was to eliminate the fence.

XIII. Adjournment

Lisa Mantow called for a motion to adjourn at 06:35 pm; Karen seconded; motion passed unanimously.

Aune Homeowner's Association 2019 Budget to Actual and Proposed 2020 Budget

	Actual			Proposed	
	Jan - Dec 19	Budget	\$ Over Budget	Jan - Dec 20	Change
Ordinary Income/Expense					
Income					
Interest-Savings	1.13	1.00	0.13	1.35	0.35
Membership Dues	6,880.00	7,040.00	-160.00	7,200.00	160.00
Program Service Fees	200.00	0.00	200.00	150.00	150.00
Total Income	7,081.13	7,041.00	40.13	7,351.35	310.35
Expense					
Administrative Services	1,920.00	1,920.00	0.00	1,920.00	0.00
Maintenance Common Areas	1,660.00	1,300.00	360.00	1,300.00	0.00
Maintenance Detention Pond	620.00	1,000.00	-380.00	1,420.00	420.00
Annual Meeting Expenses	238.94	225.00	13.94	250.00	25.00
Business Registration Fees	10.00	10.00	0.00	10.00	0.00
Collections Expense	-200.00	40.00	-240.00	0.00	(40.00)
Insurance - General Liability	543.00	1,100.00	-557.00	543.00	(557.00)
Insurance - Liability, D and O	1,195.00	1,160.00	35.00	1,212.00	52.00
Postage and PO Box	142.95	150.00	-7.05	150.00	0.00
Printing and Copying	5.80	50.00	-44.20	25.00	(25.00)
Supplies	0.00	100.00	-100.00	0.00	(100.00)
Website and Software	0.00	100.00	-100.00	590.00	490.00
Yard Sale	0.00	35.00	-35.00	0.00	(35.00)
Subtotal Expense	6,135.69	7,190.00	-1,054.31	7,420.00	230.00
Reserve Fund Allocation	945.44	-149.00	1,094.44	-68.65	80.35
Total Expense	7,081.13	7,041.00	40.13	7,351.35	310.35
Net Income after Reserve Allocation	0.00	0.00	0.00	0.00	0.00

5:39 PM
02/20/20
Cash Basis

Aune Homeowner's Association Check Register - Operations

Type	Date	Num	Name	All Transactions Memo	Split	Paid Amount	Balance
Transfer	12/31/2018			Funds Transfer to Reserve Contingency 2018	BOA Reserve/Contingency Fund	-1,115.85	10,459.41
Check	01/01/2019	2084	HUB International	AUNEHOM-01	Insurance - Liability, D and O	-1,195.00	9,264.41
Check	01/09/2019	2085	Lori Borders	December 2018 Administrative Services	Administrative Services	-160.00	9,104.41
Deposit	01/30/2019			Deposit dues	-SPLIT-	960.00	10,064.41
Check	02/01/2019	2086	Lori Borders	January 2019 Administrative Services	Administrative Services	-160.00	9,904.41
Deposit	02/07/2019			Deposit dues	-SPLIT-	800.00	10,704.41
Deposit	02/19/2019			Deposit dues	-SPLIT-	640.00	11,344.41
Deposit	02/27/2019			Deposit dues	-SPLIT-	320.00	11,664.41
Check	03/01/2019	2087	Lori Borders	Administrative Services February 2019	Administrative Services	-160.00	11,504.41
Deposit	03/06/2019			Deposit dues	-SPLIT-	640.00	12,144.41
				Reimbursement for Postage: Mail			
				Hubb Insurance pmt with tracking			
				Stamps \$22.00	-SPLIT-	-23.40	12,121.01
Check	03/06/2019	2088	Lori Borders				
Deposit	03/10/2019			Deposit dues	-SPLIT-	320.00	12,441.01
Check	03/21/2019	2089	Michelle Cruz Galvez/ U Leonor F Galvez	Lot 18 - Annual Meeting Raffle Winner	Accounts Receivable	-100.00	12,341.01
Check	03/21/2019	2090	Lisa & Peter Mantow	Lot 9 Reimbursement	Annual Meeting Expenses	-88.94	12,252.07
Deposit	03/21/2019			Deposit dues	-SPLIT-	430.00	12,682.07
Check	04/01/2019	2091	Lori Borders	Administrative Services March 2019	Administrative Services	-160.00	12,522.07
Deposit	04/02/2019			Deposit dues	-SPLIT-	1,120.00	13,642.07
Check	05/03/2019	2092	ARRELLANO LANDSCAPING MAINTENANCE	April 2019 landscaping	-SPLIT-	-260.00	13,382.07
Check	05/03/2019	2093	Lori Borders	April 2019 Administrative services	Administrative Services	-160.00	13,222.07
Deposit	05/03/2019			Deposit dues	-SPLIT-	325.00	13,547.07
Deposit	05/13/2019			Deposit	Undeposited Funds	170.00	13,717.07
Check	06/04/2019	2094	ARRELLANO LANDSCAPING MAINTENANCE	Landscaping May 2019	-SPLIT-	-320.00	13,397.07
Check	06/04/2019	2095	Lori Borders	Administrative services May 2019	Administrative Services	-160.00	13,237.07
Deposit	06/04/2019			Deposit	Undeposited Funds	165.00	13,402.07
Check	06/04/2019	2096	Lori Borders	reimburse for Liberty mutual General Liability Insura	Insurance - General Liability	-550.00	12,852.07
				Reimbursement : Business License \$10;			
				Mail Form 1120H \$2			
Check	06/18/2019	2097	Lori Borders	PO Box rental \$106	-SPLIT-	-118.00	12,734.07

5:39 PM
02/20/20
Cash Basis

Aune Homeowner's Association Check Register - Operations

Type	Date	Num	Name	All Transactions Memo	Split	Paid Amount	Balance
Check	07/01/2019	2098	ARRELLANO LANDSCAPING MAINTENANCE	Landscaping June 2019	-SPLIT-	-320.00	12,414.07
Check	07/01/2019	2099	Lori Borders	Administrative services June 2019	Administrative Services	-160.00	12,254.07
Deposit	07/01/2019			Deposit	Insurance - General Liability	7.00	12,261.07
Check	08/05/2019	2101	ARRELLANO LANDSCAPING MAINTENANCE	Landscaping July 2019	-SPLIT-	-380.00	11,881.07
Check	08/05/2019	2100	void	misprint	Administrative Services	0.00	11,881.07
Check	08/05/2019	2102	Lori Borders	Administrative services July 2019	Administrative Services	-160.00	11,721.07
Check	09/02/2019	2103	ARRELLANO LANDSCAPING MAINTENANCE	Landscaping August 2019	-SPLIT-	-360.00	11,361.07
Deposit	09/04/2019			Deposit	Undeposited Funds	185.00	11,546.07
Check	09/04/2019	2104	Lori Borders	August 2019 Administrative services	Administrative Services	-160.00	11,386.07
Deposit	09/12/2019			Deposit	Undeposited Funds	385.00	11,771.07
Deposit	09/24/2019			Deposit	-SPLIT-	380.00	12,151.07
Check	10/01/2019	2105	Lori Borders	Administrative Services September 2019	Administrative Services	-160.00	11,991.07
Check	10/01/2019	2106	ARRELLANO LANDSCAPING MAINTENANCE	Landscaping September 2019	-SPLIT-	-260.00	11,731.07
Check	10/01/2019	2107	Lori Borders	Reimbursement postage \$11.55 2018 1099's \$5.80	-SPLIT-	-17.35	11,713.72
Check	11/01/2019	2108	ARRELLANO LANDSCAPING MAINTENANCE	October landscaping 2019	-SPLIT-	-380.00	11,333.72
Check	11/01/2019	2109	Lori Borders	Administrative Services October	Administrative Services	-160.00	11,173.72
Deposit	12/02/2019			Deposit	Undeposited Funds	200.00	11,373.72
Deposit	12/12/2019			Deposit	Undeposited Funds	190.00	11,563.72
Check	12/12/2019	2110	Lori Borders	November administrative services	Administrative Services	-160.00	11,403.72
Transfer	12/31/2019			Funds Transfer 5528500372	BOA Reserve/Contingency Fund	-945.44	10,458.28
						-1.13	10,458.28

5:58 PM
02/20/20
Cash Basis

Aune Homeowner's Association Check Register - Reserve/Contingency

Type	Date	Num	Name	Memo	Split	Paid Amount	Balance
Transfer	12/31/2018			Funds Transfer to Reserve Contingency 2018	BOA Checking/ Operations Fund	1,115.85	6,228.33
Deposit	01/31/2019			Interest	Interest-Savings, Short-term CD	0.09	6,228.42
Deposit	02/28/2019			Interest	Interest-Savings, Short-term CD	0.09	6,228.51
Deposit	03/31/2019			Interest	Interest-Savings, Short-term CD	0.11	6,228.62
Deposit	04/30/2019			Interest	Interest-Savings, Short-term CD	0.10	6,228.72
Deposit	05/31/2019			Interest	Interest-Savings, Short-term CD	0.11	6,228.83
Deposit	06/30/2019			Interest	Interest-Savings, Short-term CD	0.10	6,228.93
Deposit	07/31/2019			Interest	Interest-Savings, Short-term CD	0.11	6,229.04
Deposit	08/31/2019			Interest	Interest-Savings, Short-term CD	0.11	6,229.15
Deposit	09/30/2019			Interest	Interest-Savings, Short-term CD	0.10	6,229.25
Deposit	10/31/2019			Interest	Interest-Savings, Short-term CD	0.11	6,229.36
Deposit	11/30/2019			Interest	Interest-Savings, Short-term CD	0.10	6,229.46
Deposit	12/31/2019			Interest	Interest-Savings, Short-term CD	0.11	6,229.57
Transfer	12/31/2019			Funds Transfer 5528500372	BOA Checking/ Operations Fund	945.44	7,175.01
						<u>946.68</u>	<u>7,175.01</u>