



Meeting Minutes of the Members

September 3, 2015 – 5:30pm
Best Western/Coeur d'Alene Inn
506 W. Appleway Ave., Coeur d'Alene, ID 83814

Board Member Attendees

Steve White – President
Doneda Allen – Director
Diane Fineo – Director
Chet Gaede – Director

Association Services, Inc.

Laura W. White, CMCA, Account Mgr.
Christina Schulz, Account Coordinator
Sherry Lenarz, Owner

Absent Board Members

Lisa Brodie Dunham – Director

Call to Order:

Meeting was called to order by Steve White at 5:36 p.m., and a quorum was established. Steve White introduced the present Board members and Association Services, Inc. (ASI) who is the Association management company.

Approval of the 2014 Annual Meeting Minutes:

After review of the 2014 Annual Meeting Minutes, Steve asked for a motion from the floor to approve the minutes as presented. Linda Davis made a motion to approve, and Annie Watson seconded the motion. Motion carried.

Financial Reports (2015 YTD):

Sherry Lenarz (ASI) provided the financial reports on behalf of the Board of Directors.

- **Year-to-Date (YTD) Income and Expense Report:** Sherry reported the YTD financials as of July 31, 2015. Total income invoiced was \$178,093.41, and total operating expenses paid were \$162,011.07, leaving a net income of \$16,082.34.
Total transferred into the reserve account YTD was \$38,846.00 which falls in line with the 2015 budget.
- **Balance Sheet Previous Year Comparison:** Sherry outlined the cash balance on hand as noted on the balance sheet:
 - **Operating Account** **\$112,146.68** (daily operating expenses)
 - **Reserve Account** **\$104,708.11** (planned component replacements/repairs)
 - **Working Capital** **\$ 55,746.87** (unplanned expenditures)

The overall financial health of the Association is strong, and total Liabilities & Equity was up 48.5% in comparison to last year at this time.

Sherry noted that by the reserve's balance as of 7-31-15, the Association is 30% funded based on the 2014 Reserve Study. In 2014, the Association was funded 20%, but based on the lawsuit settlement that Copper Basin had filed, an additional \$46K was put into the reserves. The focus of the Board is to get the reserves' balance funded at 50% within the next 2-3 years.

Committee Reports:

Architectural Control and Building Committee:

Doneda Allen, as the Committee Chairman, explained that the Architectural Control and Building Committee is primarily responsible for reviewing exterior change applications and making recommendations for exterior building improvements to the Board. To date, the Committee has processed and approved six (6) applications. Two (2) nine-plex buildings have had their exterior paint completed this summer, as well as the fitness center. The builder, Copper Basin, has a few exterior items to complete and is in the process of doing so within the next month.

Landscape and Grounds Committee:

Diane Fineo, Committee Chairman, reported that upon the Committee completing an extensive site inspection, it was noted that many shrubs and trees need to be replaced throughout the community. The landscape maintenance company is in the process of completing this project. This Committee's main role is to establish criteria for exterior landscape and grounds changes and report this information to the Board.

New Business:

Elections of Directors to the Board:

Sherry announced that there are currently four (4) Board positions open. Steve White and Lisa Brodie-Dunham (declarant/developer) will be relinquishing their Board position and responsibilities over to the condominium owners at the end of the meeting. Both Chet Gaede's and Diane Fineo's terms on the Board had expired and both had agreed to run for re-election. There are four (4) other candidates who have also expressed their desires to run for Board positions. Each Board candidate submitted an application which was posted to the website and included in the Annual Meeting packet.

The candidates are: Chet Gaede, Diane Fineo, Julie Celeberti, Linda Davis, Sarah Scott and Len VanDeWedge.

The floor was opened for any further nominations. George Carnie was nominated by a member for a Board position. There were no other nominations from the floor; Sherry closed the floor for further nominations.

Candidate Forum Introductions:

Each candidate was given the opportunity to communicate to the members what their individual qualifications are for a Board position. Sarah Scott and Len VanDeWege were not present, so Sherry read their information from their Board applications.

Ballots Cast & Counted:

Laura W. White and Christina Schulz from ASI collected the completed ballots. Melissa Laurie, condo owner, assisted and observed as the ballots were counted.

Open Forum Discussion:

- Owners are concerned with the lack of landscape maintenance; examples included dry lawn patches and overwatering along with poor weed control. With this year's extreme weather temperatures, there are a number of plants that are stressed as this is typically not the norm. There are plants in sunny areas that are meant to be in shaded areas and vice versa. This is what the Landscape Committee has been working with the landscape vendor to remedy to ensure that plants are planted in their proper environment.
- Owner Dan Duranceau asked for clarification on the percentage funded for the reserve account. Sherry explained that per the 2014 Study, to be fully funded based on the current replacement of components today, the Association would need to have \$340k in the reserve account. It is recommended that the reserves' balance be around 50% at all times in order to be considered strong.
- It was noted that non-residents/guests continue to use the fitness center and that the Board could take into consideration the changing of the entry code more often to help deter non-residents from using the facility. Members are encouraged to turn off the interior lights and television upon exiting the building.
- A question was asked about the exterior painting procedures. The criteria used to determine exterior building painting is oldest to newest with the understanding that according to building location one may be more in need than another due to excessive fading from the sun.

Declarant Turnover – New Board Announcement:

Upon the official resignation of Steve White and Lisa Brodie Dunham, the newly elected Board of Directors was announced as follows:

Linda Davis, 2 year term

Julie Celeberti, 2 year term

Chet Gaede, 1 year term

Len VanDeWege, 1 year term

The term limits are designated according to which individual candidate received the most votes. The Board of Directors will meet at a later time to elect officers.

The Board candidates were thanked for their time and participation during this election process.

A thank you was extended to Steve White and Copper Basin for their involvement and for making sure that the Mill River Condos are financially strong and a great place to live.

Adjournment:

With no other business to discuss, Steve White adjourned the meeting at 6:26 p.m.

Minutes respectfully submitted by Association Services, Inc. and approved at the 2016 Annual Members Meeting (09-08-16)