**Cardinal Glenn Condo Association**

**2018 Annual Meeting Minutes**

**Facilitator: Shandar Hoagland, DSI Real Estate Group**

**Meeting Date: April 12, 2018**

**Location: Fire Station 12**

**Meeting Called by: Cardinal Glenn Condo Association**

**Type of Meeting: Annual Association Meeting**

**Note Taker & Time Keeper: Christine Chapin**

**Attendees: (Please see sign in sheet)**

**Agenda Item:**

1. **Roll Call;**

**Obtained via the sign in sheet**

1. **Proof of Notice of Hearing;**

**Shandar presented a copy of the letter that was sent to all owners.**

1. **Proof of Quorum: There were only 4 owners in attendance, a quorum was not reached.**
2. **Minutes of Preceding Annual Meeting;**

**Minutes were approved by all in attendance.**

1. **Report of Officers: None at this time**
2. **Report of Committees: None at this time**
3. **Election of Board of Directors:**
4. **First Board will be elected if Quorum, Volunteer if no Quorum.**

**Since there was not a quorum, the following owners volunteered to be on the board;**

**Amy Turkowski**

**Karen Widi**

**Dana Craker**

**These three owners will be the Board of Directors until next year’s annual meeting.**

1. **Unfinished Business;**
2. **The decks need to be painted and some are in need of repairs. We are hoping to have this done in the near future.**
3. **We are also working to obtain bids for the front railings and concrete.**
4. **There is an issue with the siding rattling as well, and we are working to find a solution to this. When we had this issue inspected before, the vendor suggested that we simply nail the siding back in place since it is rattling due to the nail holes expanding over time. We investigated other solutions and this seems to be the best and most cost effective solution. We are working to find someone to do this as our last vendor is no longer available for this job.**
5. **We still have one owner that has a large past due balance. We have filed a couple of liens on this owner to ensure that this amount will be collected in the future. We are also trying to work with said owner on a payment plan to try and chip away at eth balance.**
6. **New Business;**
7. **Address Reconciliation of Declarant Charges;**

**We recently noticed a discrepancy in the way Veridian Homes was being charged for vacant units. In reviewing the numbers, Veridian owes the association $11,929.12. This number may change as the fiscal year end is not complete yet. Veridian is in complete agreement with this and will be cutting a check to the association in the near future.**

1. **Landscaping in front of units;**

**Most units have an arborvitae in front of their unit; can we remove them to allow for sun exposure to units?**

**We will work to get a bid to rework the landscaping. It would be good to be consistent, maybe find a lower bush to add in front of units.**

1. **Budget;**

**At this time the financials are not complete for the fiscal year. Currently we are showing a shortfall of $6,844, this will change once the fiscal year is complete. It could increase or decrease; the year-end arrays will be sent out this summer and will have the final number.**

**We recommend keeping the dues the same for next year, everyone in attendance agrees.**

1. **Adjournment.**