

Cathedral Point Homeowners Association 2017 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: March 27, 2017 7:00pm

Location: Madison West Police Station

Meeting Called by: Cathedral Point HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Christine Chapin

Attendees: (Please see sign in sheet)

Agenda Item:

A. Roll Call:

- Obtained via sign-in sheet

B. Proof of Notice of Meeting:

- Copy of notice presented that was sent via USPS to all addresses in HOA

C. Old Business:

- Reading of Minutes of Prior Meeting

Q. Are the meetings held annually?

A. Yes

Q. Why does DSI manage the Association?

A. DSI was hired by the developer, Veridian, to manage the neighborhood.

Q. Who approves decks and fences etc.?

A. The Architectural Control Committee (ACC).

Q. What happens if a homeowner puts up a fence or external structure without approval from the ACC?

A. They can ask you to take it down and put a lien on your home if you are not in compliance.

D. Officer's Reports;

- Currently 13 homes that are delinquent – Considering the amount of units in the neighborhood, this number is rather low.

E. Committee Reports:

- None at this time

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F. New Business;

Q. What does the HOA maintain?

A. The HOA maintains all areas that are owned by the HOA.

Q. Who makes the decisions?

A. The Board of Directors dictates what the neighborhood does. Currently the Board is Veridian. Please do not hesitate to reach out to DSI if you have suggestions, or notice something that needs improvement.

Q. Will dues level out at some point?

A. Yes, once the neighborhood is complete we will have a better idea of what the annual costs are and the dues will level off.

Q. Who pays HOA dues on vacant lots?

A. Veridian.

Q. What does liability insurance cover?

A. All of the HOA owned property.

Q. What does the management fee cover?

A. What DSI does;

- 1) Follow requirements and procedures set out in the Bylaws.
- 2) Hold annual meetings.
- 3) Send/prepare all paperwork for the Association.
- 4) Keep roster of current homeowners & incorporate all new sales.
- 5) Prepare an Operating Budget annually.
- 6) Accounts Receivable. (This includes offering online payment options. Also includes filing liens for unpaid dues as needed.)
- 7) Maintain Accounts of Association Funds.
- 8) Accounts Payable.
- 9) Maintain Current Books and Records.
- 10) Submit Annual Reports to WDFI.
- 11) Available for any homeowner inquiry calls/concerns.
- 12) Enter into contracts for utility maintenance, trash removal, etc..
- 13) Solicit bids annually.
- 14) Regularly inspect neighborhoods to determine any physical improvements and maintenance needed.
- 15) Oversee the employ and performance of all sub-contractors required for neighborhood operation.
- 16) Maintain/Obtain insurance.
- 17) Work with Board of Directors.
- 18) Provide neighborhood information on DSI website.

Q. When will DSI managing the Association?

A. Once the neighborhood is conveyed, it will be up to the new Board of Directors to decide if they would like to retain DSI to continue managing the Association.

Q. Can you amend the ACC rules?

A. Yes, it is possible.

Q. For future meetings can we meet in Verona?

A. Yes, we can try to get a closer venue.

Q. Who checks for violations?

A. Shandar is in the neighborhood at least once a month to do a tour. Unsure when the ACC does their inspections.

G. Adjournment;

7:30pm

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<https://nextdoor.com/neighborhood/cathedralpoint--verona--wi/>

<https://www.facebook.com/groups/700948693308296/>