

# Windchase CONDOMINIUM ASSOCIATION

November 16, 2021

## Annual Meeting Minutes

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### **CALLED TO ORDER:**

Don Ravinski, President, called the meeting to order @ 6:35 p.m.

### **OWNERS ATTENDING:**

Don Ravinski  
Keith Harrod  
Hunter Whittington  
Rick Johnson  
Rose Konesec  
Nancy Loy  
Lynn and Wayne Guy  
Neal Smith  
Mitzi May

### **ALSO ATTENDING:**

Cheryl Kelley – Association Manager  
Tara Larkin – EPM Staff

### **Calling Roll and Certifying of Proxies, owners present & proxies, 41 total units represented. (52.8 needed for quorum)**

**PROOF OF NOTICE**, Cheryl presented notarized affidavit proof of notice.

Hunter motion to continue with the Annual Meeting without a quorum present, Rick seconded, all owners present agreed to continue with the Annual Meeting, with the 20 owners / 21 proxies represented.

### **Approval of 2020 AM Minutes:**

November 10, 2020, Annual Meeting minutes, Rick motion for approval, seconded by Don, all in favor

### **REPORTS FROM OFFICERS:**

Don Ravinski presented an overview of 2021, Hurricane Sally mitigation and settlement with M & H Contractor discussed. Association will pay final balance invoice by end of 2021.

Overview of 2021: Some siding and fence repairs were taken care of this past year.

Not a great deal of other repairs in 2021 due to Hurricane Sally mitigation, insurance deductible.

Planning to paint all the window trim, ends of breezeway of 12-unit buildings and repair, as needed, the steel post on patios and balconies in 2022.

Reserve funds will be utilized for the painting project.

Keith Harrod also spoke regarding the Hurricane Sally mitigation agreement and what the board learned and has now put in place, 3 entities:

- 1) Tree removal company, to immediately address egress/ingress into property to clear debris/trees as needed.
- 2) Roofs tarping as needed and assessment
- 3) Mitigation, Serv Pro, service agreement presented, reviewed by board, and approved.

Association remains in control of insurance claim and process for the claim. No assignment of policy will take place.

Top-down approach has been taken over last few years. Roof, siding, fence repairs and landscaping projects.

Landscaping to be placed in phased improvements, removal of bushes/heavy trimming, to start Dec. – March 2022  
Ensec is also in place to treat the lawns.

Accolades to the board members who have been doing work on site, especially Don and Rick, all board members have helped to save the association an large of amount of money in recent years.

Lawn turf areas were discussed that need landscaping, where sod will not grow in those specific areas. Rick Johnson lives on site and is available to change bulbs as needed, in order to quickly replace any lights that are out.

**ANNOUNCEMENT of 2022 Board of Directors:**

Rick Johnson, Rose Konecek, Keith Harrod, Donald Ravinski & Hunter Whittington  
Hunter motion to approve board as presented, Keith seconded, all in favor.

**UNFINISHED BUSINESS: none**

**NEW BUSINESS:**

**Proposed Budget for 2022:** Hunter presented & overviewed the proposed 2022 budget  
Insurance increase in 2021 was 38% increase, that is the main purpose for the \$25.00 increase in dues,  
From \$170.00 in 2021, to \$195.00 in 2022. The budget is at 15% increase, as allowed by the CCR's.  
Don Motion to approve, Hunter 2<sup>nd</sup>, all in favor. Increase is effective on Jan. 1, 2022.

Insurance broker is reviewing the current insurance policies in advance of the Sept. 2022 renewal.

**Vote to Carry over remaining funds from December 2021:** Hunter Motion, Rose seconded, all in favor

**Approval for board to transfer Reserve funds from one reserve items to another if necessary.**

Don Motion to approve, Keith seconded, all in favor.

**Audit discussed for 2021 Financials,** Review for 2021, budgeted \$1008.00 for the review by CPA.  
Hunter described the difference between an audit and review.

**Owner Open Forum:**

Discussion of property value and price owners paid for their unit, recent value increases.

Meeting Adjourned at 7:19 p.m.

Thank you for attending the WCB Annual Meeting.

Respectfully submitted,  
Cheryl Kelley  
Etheridge Property Management

Board Meeting to elect 2022 officers:

President: Don Ravinski  
V-Pres: Rick Johnson  
Secretary: Keith Harrod  
Treasurer: Hunter Whittington  
Director, Rose Konecek

Rose motion to approve the slate of officers, Rick 2<sup>nd</sup> all in favor.