

Sleepy Hollow Condominium Association
2016 Annual Meeting
October 25, 2016

Board Members present: Susen Schroeder, Robert Ginter, Terry Young, Dan Sheffield, and Louise Sutton.

Bruner representatives present: Tyler Heinzmann and Shawn Szczerba.

The meeting was held in the lower level of the 5331 building at Sleepy Hollow Condominiums. Susen Schroeder called the meeting to order at 6:05 p.m.

Welcome and roll call were performed, and there was a quorum present as 84 of 140 units were represented in person or by proxy.

The Meeting Protocol was read by Robert Ginter. It was noted that the Board members can be reached at Sleepyhollowboard@googlegroups.com.

A motion was made, second, and passed unanimously to approve the 2015 Annual Meeting Minutes as written.

The financial reports were reviewed. The Balance Sheet for the past year shows \$164,000 up from \$134,000 last year. The Profit & Loss Statements for the Operating Account and the Reserve Account shows a combined Net Income of \$29,992 over the past year. We have been able to put more into the Reserve Account this year than was budgeted. The condo fees were increased last year, but barring any unforeseen major expenses the 5-Year Projections show we should not need to increase the condo fees for a few years. There were some capital expenditures over the past year. We replaced the ballasts and bulbs in the common areas with energy efficient fixtures and bulbs at a cost of \$6,900 but we received a rebate of \$5,200. The decks on all of the buildings were stained, a water heater had to be replaced, and we had some water damage repairs.

The proposed budget for 2017 was discussed. Most items required no increase or a slight increase for 2017. The budget for gas and electric was decreased by \$6,000 due to the savings resulting from the installation of T-8 ballasts and bulbs in the common areas of all the buildings. A motion was made and second to approve the budget for 2017 and it passed.

No positions on the board of directors were open for election this year.

Old or Unfinished Business:

Pet variances were discussed. The original condominium documents provide the Board with the authority to grant pet variances. The condo documents also state that anyone with a dog over 35 pounds or having more than one cat or one dog must have a pet variance. If you have a dog over 35 pounds or if you have more than one cat or dog and haven't already done so, you should request a variance by contacting the Board immediately at Sleepyhollowboard@googlegroups.com. It was noted that all board members do vote on the variances, and variances are generally approved if the animal is up-to-date on immunizations and the veterinarian confirms that the animal has no behavior issues.

There was a discussion about some members using their garage parking stalls as storage areas. Please keep this to a minimum and organized. Those members who are taking this to an extreme will receive notices to correct this situation.

Those members who are interested in replacing windows or doors in their condos should be aware that all replacement windows and doors must be the same style and color as the existing windows and doors. Contact Tyler at TylerH@BrunerRealtyInc.com if you would like assistance with this.

New Business:

Management stated that a few toilet supply lines have failed causing some serious damage and expense. The repairs in one instance came to \$8,000. The wording of the condo documents makes this type of repair the association's responsibility. The association's insurance policy has a \$10,000 deductible so a claim was not submitted, and the owners' policies would not cover the damages. Management is checking into having the

condo documents changed stating that an owner's insurance policy must cover this kind of damage. If this change is made, owners' insurance companies would have to cover the damages.

Replacing the existing supply lines is an easy and inexpensive fix, and the board members voted to have Management replace the toilet supply line in every condo if the unit owner has not already done so. The Board voted in favor of this with the stipulation that every owner has to sign an agreement stating they agree to have management install the supply line or do it themselves if they have not already done so. If an owner chooses to install the supply line him/herself but fails to do so and the supply line fails causing water damage, the owner must assume the responsibility of paying the cost of repairing the damage. Management will be sending out notices to the owners to sign up for or decline this repair.

There was discussion regarding owners who occupy their units and those units occupied by renters regarding compliance with rules, pet control, and action for non-compliance. All of the board members feel strongly there should be no division between owners and renters. Owners and renters are all members of the Sleepy Hollow community and should be treated equally if they are not complying with the rules. If a renter is not in compliance, the owner will be contacted by management and asked to correct the situation. If the situation persists, the owner may be asked to terminate the renter's lease.

Management keeps a record of the all rental units. There are currently 29 rental units at Sleepy Hollow (not including units that are rented to family members), and management has current leases on file for all of these rentals.

There was discussion concerning proper accountability for any future voting conducted at condo meetings. The question was raised that there is no control over one vote per unit when we vote by a show of hands or the possibility of more than one vote per unit if someone has already voted by proxy. The Board pointed out that the sign-up sheet for the meeting tracks all unit owners that are either present or represented by proxy, and if represented by proxy, who votes on the owner's behalf. A show of hands is sufficient to determine the majority of votes that are not close; and if a vote is close, a paper ballot will be used.

There was a discussion of implementing online ballots for voting. The Board and Management stated that some people do not have access to the Internet and would not be able to vote. A motion was made to implement online voting in addition to the existing in person or proxy voting the association currently uses. The motion was second. The motion did not pass.

Management is seeking legal advice concerning the possibility of changing the length of time a proxy is valid and changing the annual meeting timeframe to allow it to be scheduled earlier in the year.

Projects for 2017:

The Board is seeking bids to determine the cost to add gutters to those buildings that currently do not have them.

There are plans to redo the planter at the entrance to the complex to make it more attractive. Tyler has been donating perennials throughout the year and will continue to do so next spring. Anyone with a "green thumb" is welcome to help with this.

There will be a dryer vent cleaning sign-up sheet. Management will also check with Champion Appliance Care to get a price as they remove the lint build-up from the outside of the dryer drum which is also a fire hazard.

Projects Completed in 2016:

A Facebook page for Sleepy Hollow Condos was created in 2015.

The trim around front doors to buildings and around the garage doors was painted where needed.

Some concrete repairs will be done to some sidewalks, steps, and fire lanes, etc., weather permitting. If these repairs cannot be completed this fall, they will be completed next spring.

The meeting was adjourned at 7:30 p.m.

Submitted by Louise Sutton