

MACDONALD STREET TOWNHOMES ASSOCIATION, INC.

Annual Meeting of the Homeowners

November 7, 2017

A meeting of the MacDonald Street Townhomes homeowners was held on Tuesday, November 7, 2017 at 6 p.m. in the Eagle Public Library.

1. **Call to Order/Proof of Notice of Meeting.** The meeting was called to order. Notice was sent via email and regular mail on September 22, 2017.
2. **Roll Call/Establish Quorum.** Roll call was taken and a quorum established for the purpose of conducting business.

Lot	Home Address	First Name	Last Name	Present	Proxy	Absent
Lot 01	05 MacDonald St.	Dee	Gleason		VanBeek	
Lot 02	09 MacDonald St.	Margaret	Nicholls			•
Lot 03	13 MacDonald St.	Tyler and Molly	English/Manweiler			•
Lot 04	17 MacDonald St.	Louise	Ingalls			•
Lot 05	21 MacDonald St.	Herbert and Elizabeth	Schactner	•		
Lot 06	27 MacDonald St.	Timothy and Jennifer	Harmon			•
Lot 07	35 MacDonald St.	Matthew and Meral	Welsh			•
Lot 08	41 MacDonald St.	Sean and Kiesa	Driver/McCoy			•
Lot 09	43 MacDonald St.	Sarah	Brubeck	•		
Lot 10	47 MacDonald St.	Loren	Joseph			•
Lot 11	51 MacDonald St.	Carrie and James	Van Beek	•		
Lot 12	55 MacDonald St.	John	Church			•
Lot 13	54 MacDonald St.	Shane and Hillery	Tracey/Oliver			•
Lot 14	50 MacDonald St.	Victor and Crystal	Burke			•
Lot 15	46 MacDonald St.	Katherine	Gaylord	•		
Lot 16	42 MacDonald St.	Mike	McWilliam	•		
Lot 17	38 MacDonald St.	Linda	Bennett	•		
Lot 18	34 MacDonald St.	Edward & Rebecca	Lewandowski	•		
Lot 19	26 MacDonald St.	Garrett and Renee	Oleson/Stracka			•
Lot 20	20 MacDonald St.	Ryan and Paola	Snipes/Castillo			•
Lot 21	16 MacDonald St.	Ann and Steve	Kremski / Sandoval			•
Lot 22	12 MacDonald St.	Nick and Deborah	Churchill	•		
Lot 23	08 MacDonald St.	Kali and Clay	Vansteel			•
Lot 24	04 MacDonald St.	Austin and Melissa	Kraft			•

Approved: 11/1/2018

3. **Approval of Minutes.** Upon motion duly made and seconded, the minutes of the November 1, 2016 meeting were approved unanimously.
4. **Financial Report.**
  - a) **2017 Year End Projections.** Management reviewed the 2017 year end projections noting that expenses are anticipated to come in about \$3,000 under budget. Line items coming in under budget are Repairs & Maintenance, Snow Removal-Non Contract and Legal/Professional Fees. Revenue is over budget by \$850 resulting in an anticipated \$3,900 surplus.
  - b) **Reserve Schedule.** Next the reserve schedule was reviewed. Reserve assessments will increase gradually leading up to the major projects needed in 2027 such as roof replacement and asphalt overlay. The goal is to spread these assessments over many years to avoid a special assessment.
5. **2018 Budget Ratification.** The 2018 budget was reviewed, noting that few line items were changed from 2017. The operating budget calls for a \$450 increase in the annual assessment. The reserve assessment will increase by \$1,131. Overall, the budget requires an average of \$5.49 per unit per month increase.

Upon motion duly made and seconded, the 2018 budget was ratified by unanimous vote.

Upon motion duly made and seconded, the owners unanimously approved moving any 2017 operating surplus to the reserves.

6. **Election of Directors**
  - a) One seat is expiring and nominations were invited from the floor. Nick Churchill indicated he would stand for re-election. Upon motion duly made and seconded, the owners unanimously elected Nick Churchill to a new 3-year term. It was noted that the Board can have up to five directors and owners who are interested in serving may contact one of the Board or management.
7. **Other Business**

Years ago, maintenance of individual courtyards was turned over to homeowners. The irrigation system has been capped off in many courtyards. Management will ask the irrigation contractor for a schedule to broadcast to owners next spring. Owners who observe heads not functioning properly should enter a Maintenance Request.
8. **Adjournment.** There being no further business to come before the Board, the meeting adjourned at 6:45 p.m.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

Approved: 11/1/2018

By:

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Eileen Jacobs

Approved: 11/1/2018