

COLUMBIA COURT HOMEOWNERS ASSOCIATION, INC.

EXECUTIVE BOARD

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Meeting Minutes – June 15, 2016

- **Attendance:**
 - Steve Fabian, President
 - Roger Cote, Treasurer
 - Rebecca Dorsey, Secretary
 - Sandi Karli
- **Proof of Notice of Meeting:** This was the Annual Meeting. Notice was sent to all Homeowners on 5/9/16.
- **Reading/Approval of Minutes:** The 2/3/16, 5/4/16 and 4/6/16 minutes were reviewed. There is one change to be made to the 5/4/16 meeting minutes. Roger motioned to approve all three minutes, with the correction to be made to the 5/4/16 minutes. Sandi seconded the motion. Motion carried.
- **Treasurer's Report:**
 - The April 2016 and May 2016 Treasurer Reports were reviewed.
 - Outstanding Dues - An update to the collection of the remaining dues was reviewed. There are two (2) properties with outstanding annual dues. The Board agreed to accept a payment arrangement for 106 Michigan Dr. Steve will send confirmation to the homeowner. The Board is awaiting a copy of the judgment for 31 Michigan Dr, at which time the homeowner will be notified of the outstanding amount due and provided with a due date to pay the outstanding amount.
- **New Business:**
 - BOD Election – Three positions expired this year. Steve nominated Roger and Sue Cote. Sandi seconded the motion. Roger and Sue (by proxy) accepted the nominations. Rebecca nominated Steve. Sandi seconded the motion. Rebecca made a formal motion to accept all three nominations. Sandi seconded the motion. Motion carried by unanimous vote.
 - New resident letter – The BOD reviewed and made specific changes to the new resident letter. Steve will make the recommended changes. The letter will also be sent to each homeowner with their 2016-2017 bill.

- Ratification of 2016-2017 Budget – Rebecca motioned to ratify the budget as sent to the homeowners on 5/9/16. Sandi seconded the motion. Motion carried. The 2016-2017 bills will be mailed to homeowners. Steve will post the budget and bill on the CCHOA website.
- **Old Business:**
 - Signs for the detention pond arrived. They will be installed as soon as possible.
 - There are still groundhogs, skunks and cats roaming the neighborhood. Rebecca motioned to have Ehrlich's set traps. Sandi seconded the motion. Motion carried.
 - Rebecca motioned to have the underside of the pavilion roof sealed, up to \$2500. Sandi seconded the motion. Motion carried.
 - Roger will contact Ken Bauer to complete the audit.
 - Steve is still looking into the cost of larger yard sale signs for the Fall yard sale.
 - Three residents continue to keep their trash containers outside on non-collection days. Letters will be sent to those three homeowners.
- **Adjournment:** Sandi motioned to adjourn the meeting; Roger seconded. Motion carried.