

# The Cottages at Pleasant View Homeowners Association

## Annual Owners Meeting Minutes

Date: Sept 21, 2023

Time: 6:30PM

Board Members In attendance: Lesley Osiek, Val Coles, Steve Miller, & Lia Peterson

PVHOA Manager: Kaitlyn Linford

Absent: Joy Izatt

- Meeting called to order by Board President Lesley at 6:30pm. Owners were welcomed to the meeting and it was confirmed that all owners had signed in. A quorum was confirmed with 58% of Owners in person, named proxies, or absentee voting were present. The HOA directory was provided and Owners were asked to update any information needed. Updated directory will be sent out to all Owners with statements in the coming months.
- Board Nominees were introduced, Rachel Ardern, Ilene Stubbs, and Steve Miller. It was asked if there were any further nominations from the floor. No further nominations were made. Owners were instructed to vote for 1 nominee and turn in ballots. Board Members, were thanked for their service and all that they did for the HOA.
- The 2022 Annual Meeting Minutes were reviewed by owners. A motion was made from the floor to accept the meeting minutes as is and waive reading them aloud. Motion was seconded and all were in favor with no opposed. Owners were reminded that Meeting Minutes can be found online for a year at [www.goldenspike Realty.com/cottagesatpleasantview](http://www.goldenspike Realty.com/cottagesatpleasantview)
- New owners who had moved into the community in the last year were introduced.
- Financials were reported. The Balance Sheet of Dec 31, 2022 was reviewed with Operating Acct balance of \$9122.26, Savings Reserve Certificate Acct balance of \$35,692.55, Savings Reserve Money Market Acct balance of \$106,402.37 and Savings Acct balance of \$26.31. The 2022 Profit & Loss report was presented to Owners. The report was reviewed and noted that one expense was coded incorrectly, this does not affect the expenses or the net positive for the report but will be corrected and sent to Owners to for the corrected report. The current 2023 Balance Sheet of Aug 31, 2023 was presented with Operating Acct balance of \$59,411.65, Savings Reserve Certificate Acct balance of \$36,678.54, Savings Reserve Money Market Acct balance of \$122,250.32 and Savings Acct balance of \$26.41. It was explained that the Operating Acct balance is high due to the Capital Assessment for the year and that as of Aug 31<sup>st</sup> the Capital Assessment balance for 2023 was \$55,320.88. Funds will be transferred by end of year to the Money Market Account. The 2024 Budget was presented and reported that no increase to dues is planned for 2024. The HOA has seen increases in the following expenses: Insurance, Landscaping & Snow removal. These expenses have been increased with the budget and found that no increase at this time was needed. The Reserve Study was presented to Owners and reported the HOA is approx 31%. The HOA continues to place funds in the Saving Reserve acct on a monthly basis and the Capital Assessment will also continue to improve the HOAs financial standing for Reserve Expenses. An Owner asked if the HOAs financials were audited. Kaitlyn and the Board reported that the HOA can higher an accountant to do a full audit, however, the expense for this is multiple thousands of dollars to be completed. Currently the financials are reviewed by the Board each meeting, they are also reviewed by the HOAs accountant (Not Kaitlyn with Management) each year when taxes are completed as well.
- Maintenance: Owners were provided with a list of maintenance items that had been done in Fall 2022-2023 including items upcoming for the remainder of the year and proposed maintenance items in 2024, including beginning on roof, flashing, & stucco repairs on needed units.
- Insurance: Owners were given a copy of the insurance documents and instructed to make sure that their personal policies are up to date and cover the HOAs deductible and personal belongings.
- Community Rules & Issues: Water Conservation was discussed for the HOA. Owners were asked to be cautious when watering and to make sure that watering is only taking place during the approved City watering hours. Owners were provided a copy of the HOA Rules & Regulations and reminded to be making sure they and all guests were following the HOA rules so that all can enjoy the Community.

- Board Election: Ballots were counted and it was reported that Ilene Stubbs was voted as the newest Board Member. Val Coles & Steve Miller were thanked for their service.
- Owner Discussion: It was asked if Owners were interested in doing a Christmas Dinner. Owners stated that they would like to have it for those who are able to attend. Lesley will work on planning the dinner and send it out to Owners to RSVP. It was announced that Connexx would like permission to add Fiber lines in the HOA. Owners discussed the option of another option for an internet provided. Owners liked the idea of adding another option but wanted to make sure that landscaping repairs were made. A motion was made to accept Connexx adding Fiber but to require that there is an escrow for landscape repairs. The motion was seconded and all were in favor with non-opposed. Owners had no further items to discuss.
- A Motion was made from the floor to adjourn the meeting, motion was seconded and all were in favor with none opposed. Meeting Adjourned at 7:55pm