

MAPLE GLEN OWNERS' ASSOCIATION
Annual General Meeting
January 22, 2018

MINUTES

DATE & TIME Pursuant to Article 2, Section 2.2 of the Amended Bylaws of the Maple Glen Owners' Association, the Annual General Meeting was held on Monday, January 22, 2018 in the Chandelier Room of the Leopold Hotel, 1224 Cornwall Avenue, Bellingham, WA 98225.

OFFICERS Association Manager Judy Hamner called the meeting to order at 6:33 PM. Board members present were Cyril Robinson, President; Ellen Packer, Secretary; Todd Rowe, Treasurer; and Nicole Pentsak, Member at Large. Also present was Caelin Hamner of Best Real Estate Management.

ROLL CALL The following units were represented:

Evan Washkow	110
Ellen Packer	112
David and Megan Tuttle	123
Marie Robart	125
Cyril Robinson	206
Jeremy Forbes	207
Taras and Nicole Pentsak	208
George Siler and Jennifer Raboteau-Siler	221
Todd Rowe	223
Tammie McArdle	305
Aaron and Megan Penrose	307

The following units were represented by proxy and/or ballot:

Judy Mullenix	109
Lorie Marcus	121
Robert and Ma Cristina Lagana	205
Michelle Bell	309

QUORUM Fifteen units, or 31% of the allocated interest, were represented; thereby constituting a quorum of the authorized number of unit owners.

INSPECTOR OF ELECTION Jeremy Forbes volunteered to serve as Inspector of Election for the Annual General Meeting.

MINUTES The Minutes of the February 7, 2017 Annual General Meeting were distributed to all directors and owners in the Annual General Meeting packet. With no corrections or additions, Cyril Robinson made a motion to approve the Minutes as published, second by Ellen Packer. With a show of hands, members voted unanimously to approve the motion.

TREASURER'S REPORT The November 30, 2017 financial reports were distributed to members in the meeting packet. However, Treasurer Todd Rowe received the year-end financial reports at the meeting and reported to members that as of December 31st, the Association's total cash assets were \$118,384.04, with \$631.27 in the operating checking account, \$61,968.96 in the reserve savings account, and a combined

total of \$55,783.81 in six certificates of deposit. Judy Hamner mentioned that there are no serious delinquencies in monthly assessments.

ISSUES AND RESOLUTIONS

Issues and proposed resolutions were distributed to all owners in the Annual General Meeting packet. Voting was conducted by a show of hands and results were announced at the meeting.

The 2018 Annual Budget Resolution. The Board approved a 2018 budget of \$101,161 with Operating expenses totaling \$82,811 and a Reserve contribution of \$18,350. Judy Hamner told members that the cost of natural gas decreased, so for those who use natural gas, the assessments for natural gas were initially reduced. Hamner said for all units there will be an overall increase in monthly assessments for 2018 due to a \$3,350 increase in the reserve contribution. She said the Association is currently in the process of building up the reserve funds to a middle-of-the-road funding level.

As she reviewed line items in the 2018 expense budget, Hamner told members that during 2017 the Association eliminated four telephone lines (one for each building) for the fire emergency system, and replaced them with a new radio frequency system, which will save the Association money for the cost of the telephone lines.

Following discussion, it was noted that there was insufficient representation at the meeting (51% required) to vote down the 2018 Annual Budget Resolution; therefore, it was automatically ratified. Members were asked to provide an advisory vote and were unanimously in favor of the 2018 Annual Budget Resolution.

ELECTION

Judy Hamner reported that after Roger Almskaar resigned from the Board when he listed his unit for sale, and Nicole Pentsak was appointed to fill the vacant position. Now the current terms of all Board members -- Judy Bracken-Commissaris, Ellen Packer, Nicole Pentsak, Cyril Robinson and Todd Rowe -- are expiring and they have agreed to stand for election. At the Annual General Meeting, Megan Penrose volunteered to run for a Board position; and at that point Cyril Robinson withdrew his name from the ballot because he will be moving from Maple Glen. With five candidates for the five open positions, Judy Bracken-Commissaris, Ellen Packer, Megan Penrose, Nicole Pentsak and Todd Rowe were unanimously elected to one-year terms on the Board of Directors.

GENERAL BUSINESS

The following items were discussed:

- Tammie McArdle reported the back fences need to be re-stained. Judy Hamner said she'll have them checked and stained as needed.
- Judy Hamner told members that a major tree trimming project will take place later this month, including the maples in front of the complex and two trees in the parking lot. Also, one of two conifers in back will be removed. Hamner said some parking spaces will need to be vacated while tree project is underway, and notices for residents will be posted prior to the work commencing.
- Judy Hamner said the parking lot is starting to develop cracks and will be re-sealed and have space numbers repainted during the late spring or early summer. Megan Penrose mentioned that construction on West Maplewood Avenue will begin in the spring and should be taken into consideration when scheduling the parking lot work.
- Judy Hamner reported that a project to upgrade the exterior lighting to energy-efficient LED lighting was just completed, and in time, it will save considerably on the cost of electricity. She said the Association spent around \$9,000 and

Puget Sound Energy contributed about \$2,500 on the project. Members said they appreciate the improved lighting that the LEDs provide.

- Ellen Packer mentioned that the back lights of ground-floor units are on a sensor and turn on and off automatically. She also reported that front porch lights in the 2015 building can be turned off, while porch lights in all other buildings cannot.
- Jennifer Raboteau-Siler asked about recent sales at Maple Glen and was interested in prices, and Judy Hamner told her that four or five units sold during 2017. Jeremy Forbes said he bought his two-bedroom unit in July for \$152,000 and learned it now is worth \$160,000.
- Megan Penrose reported that all front porch lights on the 2711 building top floor are out and need to be replaced. Members reported that several other lights bulbs also need replacing. Ellen Packer will check the exterior light bulbs and report to Judy Hamner, who will arrange for burned bulbs to be replaced.
- Megan Penrose reported that the back deck of their unit (2711 #307) is very soft and feels unsafe. Judy Hamner will have it inspected.
- Megan Penrose asked if screen or storm doors can be installed at Maple Glen, and Ellen Packer said this is allowed.
- Jennifer Raboteau-Siler said a thief cut a lock and stole a bike from their porch in October and asked if anyone was aware of other recent crimes. No recent crimes were reported, however, Todd Rowe said bikes are stolen all the time.
- Todd Rowe mentioned that a mattress and box spring in the dumpster area need to be picked up and hauled away. Caelin Hamner said a special garbage pickup has been requested, and he will follow up on it.
- Nicole Pentsak said the deck of their unit is right above the garbage dumpster, and she volunteered the deck as a location for installing a security camera that could be focused on the dumpster.
- Ellen Packer suggested that residents make an effort to keep the lid on the dumpster closed, so people on the other side of the fence can't toss their garbage into it.
- Members were reminded that parking problems at Maple Glen are to be reported to Board members Ellen Packer, Megan Penrose, Nicole Pentsak and Todd Rowe, who individually have the authority to order vehicles to be towed from the property.

ADJOURN With no further business, the meeting was adjourned at 7:30 PM.

Respectfully submitted by:

Secretary,

Date

APPROVED

President,

Date