

**BAKERVIEW TOWNHOMES CONDOMINIUM OWNERS ASSOCIATION**  
**Annual General Meeting**  
January 13, 2016

**MINUTES**

- DATE & TIME** Pursuant to Article 9, Section 4.1 of the Declaration of the Bakerview Townhomes Condominium Owners Association, the Annual General Meeting was held on Wednesday, January 13, 2016 at the WECU Education Center, 511 E. Holly St., Bellingham, WA 98225.
- OFFICERS** Association Manager Brent Hamner called the meeting to order at 6:17 PM. Board members present were John Davis, President; and Junga Subedar, Vice President/Secretary; and Andrew Swamy, Treasurer. Also present was Association Manager Judy Hamner.
- ROLL CALL** The following units were represented:
- |                          |           |
|--------------------------|-----------|
| Adrian and Emilia Stirbu | 4035 #102 |
| Norman Graham            | 4043 #102 |
| John Davis               | 4047 #104 |
| Kevin Parris             | 4055 #102 |
| Junga Subedar            | 4055 #103 |
- There following units were represented by proxy and/or ballot:
- |                      |           |
|----------------------|-----------|
| Frank Schilling      | 4043 #101 |
| Kathy Vannerstrom    | 4043 #104 |
| Raymond Oates Jr.    | 4047 #103 |
| Raj and Chinna Swamy | 4055 #101 |
- QUORUM** Nine units, or 38% of the allocated interest, were represented; thereby constituting a quorum of the authorized number of unit owners.
- MINUTES** The Minutes of the March 5, 2015 Annual General Meeting were distributed to all directors and owners in the Annual General Meeting packet. With no corrections or additions, the Minutes were approved as published.
- TREASURER'S REPORT** The November 30, 2015 financial reports were distributed to members in the Annual General Meeting Packet. As of November 30th, the Association's total cash assets were \$69,740.52 with \$7,415.14 in the Operating Checking account, and \$62,325.38 in the Reserve Savings account. The Accounts Receivable balance was \$2,055.00.
- Brent Hamner referred to the Supplemental Budget Information on Reserves document and said the Association is in good shape for at least the next 5 years. He mentioned that the reserve projection uses very conservative numbers for replacement costs over the next 30 years. During 2015 the Reserve expenses for Bakerview Townhomes included fence work and exterior painting and woodwork staining.

## ISSUES AND RESOLUTIONS

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

**#1 – Resolution to Waive the Audit for 2015.** Brent Hamner explained that associations of less than 50 members can vote to waive the annual audit requirement with a vote of 60% of the membership. The cost of preparing an audit is about \$1,650, which includes preparation of the Association's income tax return. Hamner said the Board of Directors recommends that an audit be performed.

Due to an insufficient representation of members to waive the audit requirement, the Resolution failed and an audit will be performed for 2015.

**#2 - The 2016 Annual Budget Resolution.** The Board approved a 2016 budget of \$46,083 with operating expenses totaling \$36,758 and a \$9,325 reserve contribution. The monthly assessments for 2016 will remain \$160 per unit. Brent Hamner said that unless 51% of the membership votes against the budget, it is automatically approved; and due to an insufficient representation, the 2016 budget is automatically ratified.

During discussion, it was noted that the \$2,160 budgeted for 2016 Legal Expense will be partially used to pay for the 2015 audit. Adrian Stirbu asked if the new budget included money for pressure washing, and he mentioned that the pavement by the garages needs to be cleaned. Junga Subedar told him that she rents a power washer from Hardware Sales and cleans the pavement by her own garage. Judy Hamner mentioned that Best Management can provide owners with names of contractors who power wash. Hamner said the budget does not include power washing, and she noted the siding on the back side of the buildings has a lot of mildew and also needs power washing. She will get a price quote and present it to the Board. It was noted that the 2016 budget does not include money for tree trimming or replacing shrubs; and the Water and Sewer budget decreased by \$400 based on 2015 consumption. Judy Hamner told members that the irrigation system was not turned on during 2015, and the few shrubs that were lost have since been replaced.

## ELECTION

The current one-year terms of Board members John Davis, Junga Subedar and Andrew Swamy are expiring. All three previously agreed to stand for re-election. There were no volunteers at the meeting. With three candidates for three open positions, John Davis, Junga Subedar and Andrew Swamy were elected by consensus. They will serve one-year terms on the Board of Directors.

## GENERAL BUSINESS

The following items were discussed:

- Members requested that the starting time of next year's Annual General Meeting be changed from 6:00 to 6:30 PM.
- Adrian Stirbu asked about the Association's status for FHA financing approval. Judy Hamner said FHA approval was renewed during 2015.
- There have been no reports of pest control problems at Bakerview Townhomes.
- Adrian Stirbu mentioned an incident when part of a tree on neighboring property broke off in a wind storm and fell on the balcony of Jonathan Rand's unit. When he asked about preventing future damage from trees, Brent Hamner said the Association cannot force the neighboring trailer park to trim or

cut down the trees, but the trailer park would be responsible for damage caused. He said if major tree damage occurred, the Association's insurance company would deal with the trailer park's insurance company.

- Judy Hamner suggested that the Board consider having a "Bakerview Townhomes Web Bulletin Board" on the Best Management web site. She mentioned that AGM and Board Meeting dates and Association documents including Rules and Regulations, the reserve study report, and meeting minutes could be posted for members to read.

**ADJOURN**            With no further business, the meeting was adjourned at 6:58 PM.

Respectfully submitted by:

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Secretary,

\_\_\_\_\_  
Date

**APPROVED**

\_\_\_\_\_  
President,

\_\_\_\_\_  
Date