



Waterford Homeowners' Association, Inc.

2021 Annual Meeting Minutes

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The annual meeting of the Waterford Homeowner's Association, Inc. was called to order at the First Evangelical Lutheran Church at 10:00 a.m. on Saturday, October 23, 2021, by Michael J. Munk. Michael introduced himself and then each attendee was invited to introduce themselves.

There were 24 people in attendance. It was noted that a quorum consisted of 10% of the HOA membership. As there are currently 182 homeowners, a quorum was ascertained

The minutes from the 2020 Annual Meeting were passed around during the meeting so that attendees had the opportunity to review them. At the conclusion of the meeting a motion was made to accept them as presented. The motion passed.

Everyone was encouraged to get involved in the association. The form, "How can I participate?" was passed around gave them an opportunity to let the Board know of their interests.

The HOA had an audit conducted for the past fiscal year by the first John, John & Hill. Michael reported to the members that the association's records and financial statements comply with GAAP and are free from material misstatement. There are a couple of items that will be addressed by the Board, such as having an outside firm prepare the yearly taxes for the HOA. The accountant, Craig Hill, CPA, was complimentary toward the HOA's record keeping.

Michael delivered a slide presentation. Those slides are attached to these minutes. He discussed the following issues concerning the HOA:

- Board's Guiding Principles

- Association's 2020-2021 Accomplishments

- Ongoing Responsibilities and Challenges

- Neighborhood Signage

- 2022 Priorities

Susan Dewey then presented the financial report (also included on the slides). A discussion concerning the HOA's current transfer fee of \$15.00 was held, suggesting that this fee, charged when someone purchases a home in Waterford, could be raised without much negative aspect. The Board will address this concern.

Considering the large amount in the savings account, \$35,968.30, the amount of interest earned, \$10.79, was disappointing.

There are two accounts payable; one is almost paid in full and the other has not paid. Both have liens applied to their property. The total outstanding is \$625.94.



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Mr. Wilks, a former Board member, raised a concern about the accrual which should have been implemented to save for the replacement of the pumps which the HOA owns. He noted that there was a motion passed at a previous annual meeting to establish such an accrual account. (A review of the previous minutes could not confirm this.) The Board will look into the matter and confer with the accountant as to how to proceed.

UPDATE; Michael reviewed this question (of an accrual account and approved motion) with the outgoing President, Audie Trudell. Audie had no recollection of any such accrual account or motion for the pump in any previous meeting, stating that reserve monies have been set aside appropriately for potential emergencies. The new Board will review the pump earmarking suggestion and ascertain an appropriate strategy going forward. There are several long term financial exposures including the pump, the irrigation system, fencing, unforeseen legal fees, law suits, and postal box replacements.

The HOA sent out a letter asking for updated phone and email information from the members. A number of members have indicated that they would like to receive their annual statement by email this coming year. This will go into effect November 1, 2021. The Board plans to send out quarterly newsletters by email, so the updated information will be helpful.

The Board has contracted with T & T Lawn Services to update the HOA Sprinkler System. It will be done in three phases. The first will cost \$12,504.00; the second will cost \$11,157.00; and the last will be \$6,529.60. The first phase has already started. The second and third will probably not be done until spring.

The HOA has made arrangements to accept credit/debit cards and e-checks from members to pay their dues. Dues will be \$198.00 again this year, due December 31, 2021. Statements will be mailed or emailed on November 1, 2021.

Doug Craig expressed the Board's appreciation to Audie Trudell and Jeff Armstrong for their service to the HOA. A thank you card and \$50 gift card will be delivered to them as they were both unable to attend.

Doug noted the continuing Board members:

Michael Munk will be continuing as President

Doug Craig will be continuing as Vice-President as serving as Chair of the ACC

Susan Dewey will be continuing as Treasurer

He then presented the two candidates for the Board:

Ynette Marx, has been asked to review the HOA Bylaws and CCRs

Brenda Black, has been asked to serve as Secretary



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The votes were tallied during the meeting. The total number of voting members was 54, including mail-in-ballots. Ynette Marx received 36 votes and Brenda Black received 33 votes. Both candidates were elected.

A motion was made and passed to destroy the ballots.

Questions from the members:

The subject of painting doors in the townhouses was brought up. The ACC Committee will review these on a case by case basis as they arise.

The subject of trimming the trees on 5th West was brought up. They are overgrown over the sidewalks as per one observation. The Board will review this and advise T&T will if the need for trimming the trees is ascertained.

The meeting was adjourned at 11:00 a.m.