

**AUTUMN HEIGHTS CONDOMINIUM OWNERS ASSOCIATION  
BOARD MEETING MINUTES**

**MONTHLY MEETING**

The regular monthly meeting of the AHCOA Board was held on Monday, April 18, 2016. Meeting was called to order at 3:00 pm.

**ROLL CALL**

Rosemarie Hall-Heyduk, President  
Patricia Suttles, VP  
Pat Beatty, Secretary/Treasurer  
Kerry Cantrell- Z&R Property Management

**Hearings: None**

**HOMEOWNERS FORUM**

- Several residents were in attendance. There was discussion about landscaping, snow removal and the upcoming street sweep.

**PREVIOUS MINUTES**

- Minutes from March 2016 meeting were reviewed and approved as submitted. (M- Hall-Heyduk, 2<sup>nd</sup>-Beatty, passed)

**COMMITTEE REPORTS**

None

**FINANCE REPORT**

Mr. Cantrell reviewed the financials for March 2016. The Association ended the month of March with total assets being \$154,920. The balance consisted of a total of \$49,197 in the Cash Operating Account, in Reserves \$100,327 and Accounts Receivable at \$6,296. The prepaid dues were \$13,099. On the Budget Comparison the Association is \$1,287 over budget for the year in operating expenses. The Reserve allocation for March was made.

**MANAGER'S REPORT**

- Mr. Cantrell presented the Legal Collections update, the work order report, and the YTD general ledger.

**NEW BUSINESS**

- The Board reviewed a proposal to replace a badly deteriorated patio at 440-D. The homeowner was in attendance and asked for permission to make the patio larger. The Board denied this request, and the patio replacement will be added to an upcoming property wide concrete repair list.
- The Board discusses a request to replace 3 Aspen trees that were removed from the front of a unit. The Board will decide on species and one tree will be planted to replace them.
- The Board reviewed a proposal for full-property gutter cleaning, and approved both a spring and a fall cleaning. (M-Suttles, 2<sup>nd</sup> Beatty, unanimous)
- The Board reviewed a draft of a letter to the owners regarding fire safety. They made some amendments and directed Mr. Cantrell to mail it out including the pool and exercise room rules.

**UNFINISHED BUSINESS**

- None. The letters and other correspondence was reviewed and discussed.

**ADJOURNMENT/NEXT MEETING**

There being no further business, the meeting was adjourned at 3:59 pm. The next meeting will be May 16, 2016, at the Association Clubhouse at 3pm.

Respectfully submitted,  
Kerry Cantrell, Property Manager