

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

**MONTHLY MEETING**

The regular monthly meeting of the AHCOA Board was held on Monday, February 20, 2017. 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: 360-D. Issue, Trash totter out on non collection days.** No representative for the unit was in attendance. Board voted to not fine at this time but contact the owner that any further occurrences of the same violation will result in fines.

**4050-A. Issue, Oil stain on driveway.** Rep for owner was in attendance, violation has been resolved, no fines.

**4230-D. Issue, Dark colored blinds.** Owner in attendance, violation has been resolved, no fines.

**HOMEOWNERS FORUM**

- No homeowners were in attendance.

**PREVIOUS MINUTES**

- Minutes from January 2017 meeting were reviewed and approved as submitted. (M- Beatty, 2<sup>nd</sup>-Suttles, passed)

**COMMITTEE REPORTS**

None

**FINANCE REPORT**

Mr. Cantrell reviewed the financials for January 2017. The Association ended the month of January with total assets being \$169,617. The balance consisted of a total of \$25,600 in the Cash Operating Account, in Reserves \$138,299 and Accounts Receivable at \$6,617. The prepaid dues were \$15,809. On the Budget Comparison the Association is \$5,831 over budget for the year in operating expenses. The Reserve allocation for January was made.

**MANAGER'S REPORT**

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

**NEW BUSINESS**

- The suggestion box for residents to make suggestions to the Board is in place on the outside of the clubhouse.
- The Board reviewed the 2016 Tax Returns and Financial Audit.
- The Board reviewed a written appeal from the owner of 320-B ARC to waive the fines that were legally assessed to his account after a Hearing, for the violation of not replacing a broken window on his unit. The Board voted to waive a portion of the fines only.

**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 4:10 pm. The next meeting will be on March 20, 2017, at 3:00 pm.

Respectfully submitted,  
Kerry Cantrell, Property Manager