

**AUTUMN HEIGHTS CONDOMINIUM OWNERS ASSOCIATION (AHCOA)**  
**ANNUAL MEETING MINUTES**  
**Saturday, December 21, 2015**

The 2015 annual meeting for the Autumn Heights Condominium Owners Association (AHCOA) was held on Saturday, December 21, 2015 at the AHCOA clubhouse. Mike Leewaye, President, called the meeting to order at 7 PM. Board membership in attendance included Vice President Rosemarie Hall-Heyduk, and Secretary/Treasurer Pat Beatty. Kerry Cantrell, representative of Z&R Property Management as Property Manager for Autumn Heights COA.

The annual meeting required 47 for a quorum, and a quorum was not met with a total of 34 homeowners in attendance and proxies presented. Mr. Cantrell verified voter eligibility at the clubhouse door, and verified certification of proxies as well as proof or waiver of notice.

The 2014 Annual Meeting Minutes were reviewed by all in attendance. The minutes were approved by a show of hands of the members present.

**OFFICERS' REPORTS and COMMITTEE REPORTS**

Reports were submitted by the President, Vice President and Treasurer.

**BUDGET OVERVIEW**

Mr. Cantrell briefed members present with an overview of 2015 expenses. All homeowners present were provided with copies of year end gross operating costs as well as the approved 2016 budget proposal. The overview of the budget and expenditures as of the end of November 2015 balance sheet reported that the Association ended the month of November with total assets of \$136,041. The Balance consists of a total of \$52,470 in Cash Operating, \$78,866 in Reserves, and \$5,605 in Accounts Receivables.

**2016 Budget**

The 2016 budget was presented by Mr. Cantrell, and provided owners with a breakdown of the Associations costs, this was reviewed in detail to show owners exactly what their monthly dues cover per the set budget. There were not enough Members present to veto the proposed budget, and a show of hands indicated approval from those present.

**OWNER EDUCATION**

A representative from CB Insurance, the HOA's insurance agent, gave a presentation on the HOA's insurance and recommendations for the personal HO-6 policies for unit owners.

**ELECTION OF BOARD MEMBER**

The Board of Directors has one position that is up for election. The one nominee for the seat was Doc Harris. He ran unopposed and was elected to the Board for a 3-year term. The members present thanked Mike Leewaye for his service to the community during the last 3 years.

**OPEN FORUM**

There was discussion of parking and clubhouse issues.

**ADJOURNMENT**

There being no further Association business, Mr. Leewaye adjourned the meeting at 8:30 PM.

Respectfully submitted, Kerry Cantrell  
Property Manager