

**AUTUMN HEIGHTS CONDOMINIUM OWNERS ASSOCIATION (AHCOA)**  
**ANNUAL MEETING MINUTES**  
**Saturday, January 12, 2013**

The 2013 annual meeting for the Autumn Heights Condominium Owners Association (AHCOA) was held on Saturday, January 12, 2013 at the AHCOA clubhouse. Rosemarie Hall-Heyduk, President, called the meeting to order at 10:00 AM. Board membership in attendance included, Secretary/Treasurer Melissa Campen and Eric Swanson, Director at Large. Meeting minutes were taken by 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 met with a total of 49 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 2012 Annual Meeting Minutes were reviewed by all in attendance and two small revisions were made. The amended minutes were approved by a show of hands of the members present.

**OFFICERS' REPORTS and COMMITTEE REPORTS**

Reports were submitted by the Rules Committee chair, the Hospitality Committee chair and a written report from the Landscape Committee was included in the handout. Larry Pierce gave an update on the Neighborhood Watch.

**BUDGET OVERVIEW**

Mr. Cantrell briefed members present with an overview of 2012 expenses. All homeowners present were provided with copies of year end gross operating costs as well as the approved 2013 budget proposal. The overview of the budget and expenditures as of the end of December 2012 balance sheet reported that the Association ended the month of December with total assets of \$106,881. The Balance consists of a total of \$7,582 in Cash Operating, \$74,087 in Reserves, and \$26,212 in Accounts Receivables. The Prepaid Dues are at \$11,028. The Association was under budget for the month of December \$4,939. For the year the Association is over budget \$10,007.

**2013 Budget**

The 2013 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 tacit approval from those present.

**OPEN FORUM**

There was discussion of water costs, potential xeriscaping, and future operating costs.

**ELECTION OF BOARD MEMBER**

The Board of Directors has one position that is up for election. The one nominee for the seat was Mike Leewaye. He ran unopposed and was elected to the Board.

**VOTE ON SPECIAL ASSESSMENT**

The members present were fully briefed on the reasons for and details of the special assessment for the 2013 maintenance project. This being the second of two meetings seeking a vote, the quorum was 33% of all members pursuant to Section 11.5 of the Declaration. This quorum was met, and 67% of those members voting in person or by proxy was required to pass the \$300 special assessment. A written vote was taken and 46 votes were received in the affirmative, passing the special assessment. All members will be notified in writing.

**ADJOURNMENT**

There being no further Association business, Ms. Hall-Heyduk adjourned the meeting at 12:15 pm.

Respectfully submitted, Kerry Cantrell  
Property Manager