

**AUTUMN HEIGHTS CONDOMINIUM OWNERS ASSOCIATION (AHCOA)**  
**ANNUAL MEETING MINUTES**  
**Saturday, December 7, 2013**

The 2013 annual meeting for the Autumn Heights Condominium Owners Association (AHCOA) was held on Saturday, December 7, 2013 at the AHCOA clubhouse. Rosemarie Hall-Heyduk, President, called the meeting to order at 10:00 AM. Board membership in attendance included Vice President Eric Swanson, and Secretary/Treasurer Mike Leewaye. 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 28 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 2013 Annual Meeting Minutes were reviewed by all in attendance. The amended minutes were approved by a show of hands of the members present. This meeting is the first Annual meeting since the meeting date was changed by the Board to a date in December of each year.

**OFFICERS' REPORTS and COMMITTEE REPORTS**

Reports were submitted by the Rules Committee chair, and Ms. Hall-Heyduk on behalf of the Hospitality Committee.

**BUDGET OVERVIEW**

Mr. Cantrell briefed members present with an overview of 2013 expenses. All homeowners present were provided with copies of year end gross operating costs as well as the approved 2014 budget proposal. The overview of the budget and expenditures as of the end of November 2013 balance sheet reported that the Association ended the month of November with total assets of \$123,106. The Balance consists of a total of \$54,559 in Cash Operating, \$49,466 in Reserves, and \$20,280 in Accounts Receivables. The Prepaid Dues are at \$10,324. The Association was under budget for the month of November \$5,586, and for the year to date the Association is under budget \$55,451.

**2014 Budget**

The 2014 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.

**OWNER EDUCATION**

Mr. Cantrell gave a presentation covering the basics of HOA living, to include many aspects of what an HOA is, how it operates and the rights and responsibilities of its members.

**ELECTION OF BOARD MEMBER**

The Board of Directors has one position that is up for election. The one nominee for the seat was Rosemarie Hall-Heyduk. She ran unopposed and was elected to the Board for another 3-year term.

**OPEN FORUM**

There was discussion of the upcoming property-wide landscape work and its ongoing planning progress.

**ADJOURNMENT**

There being no further Association business, Ms. Hall-Heyduk adjourned the meeting at 12:10 pm.

Respectfully submitted, Kerry Cantrell  
Property Manager