

## KEYSTONE HOA MINUTES Annual Meeting of 11/14/16

The Budget Meeting was called to order at 7:07 p.m. by Secretary Linda Newman.

Present: Linda Newman (S), Butch Miller (T), Clare Stevens, (D), and Ed Brown (D Not present: Shannon Cheney (P) and Doug Pawling (VP).

The Board took budget questions from the floor. One homeowner asked why Repair/Maintenance Buildings and Repair/Maintenance Grounds were reversed from last year. It was explained they were placed in the wrong category and switched to correct them. There was a question about not having insurance on the wall. Phil Colettis, Director of Operations at Ameri-Tech, informed everyone the Board has a fiduciary responsibility to protect the property of the association. The Board will discuss it at the next meeting. Ed motioned to approve the budget seconded by Clair and approved by all.

Linda motioned to adjourn the Budget Meeting, seconded by Clair and approved. The Budget meeting closed at 7:16 p.m.

The Annual Meeting was called to order at 7:17 p.m. by Secretary Linda Newman. Proof of notice affidavit was mailed to all homeowners. There were 23 residents present including proxies. We have a quorum.

### NOMINATIONS:

~ There are five open positions. Nikki Rushka, an accountant at Ameri-Tech, opened nominations from the floor. The following people submitted their intent to run for the board:

Kozimierz Gozłowski  
Linda Newman  
Ed Brown  
Marianne Donnelly  
Shawn Price

Phil Colettis motioned to close the nominations seconded by Ed Brown. All five nominees were elected by acclamation.

### MINUTES:

~ Ed motioned to waive the reading of the minutes of the previous annual meeting seconded by Claire Koch and approved.

### TREASURER'S REPORT:

~ Butch stated the General Account has \$45,756.24 and the Money Market has \$58,240.53. Delinquent Maintenance continues to go down and is \$11,905.00. Total assets are \$115,901.77.

Butch Miller and Shannon Cheney resigned from the Board.

Linda motioned to adjourn the annual meeting, seconded by Ed and approved. The annual meeting adjourned at 7:34 p.m.

KEYSTONE HOA MINUTES Organizational and Board Meeting of 11/14/16

Organizational meeting called to order by Secretary Linda Newman at 7:35 p.m.

Present: Linda Newman (S), Doug Pawling (VP), Clare Stevens, (D), Ed Brown, Marianne Donnelly and Shawn Price. Not present: Kozimierz Gozowski.

Doug Pawling and Claire Stevens have one year remaining on their terms ending in 2017. Kozimierz Gozowski and Marianne Donnelly will serve a one-year term ending in 2017. Linda Newman, Shawn Price and Ed Brown will serve a two-year term ending in 2018.

The election of officers was complete as follows:

Doug Pawling was nominated for President, Ed Brown was nominated for Vice President, Clair Stevens was nominated for Treasurer and Linda Newman was nominated for Secretary and approved by all. Marianne Donnelly, Shawn Price, and Kozimierz Gozowski will serve as Directors-At-Large.

Linda motioned to adjourn the Organizational Meeting, seconded by Ed and approved. The Organizational Meeting adjourned at 7:42 p.m.

**KEYSTONE HOA MINUTES**  
**Board Meeting of 10/14/13**

Meeting called to order at 7:43 p.m. by Secretary Linda Newman

Present: Doug Pawling (P), Ed Brown, (VP), Clair Stevens (T), Linda Newman (S), Marianne Donnelly (D), and Shawn Price (D). Not Present: Kozimierz Gozowski.

Ameri-Tech presence: Phil Colettis, Director of Operations and Nikki Rushka, Accountant

Residents: 19

**MINUTES:**

~ The minutes of 10-10-16 were approved by acclamation.

**TREASURERS REPORT:**

~ The General Account has \$45,756.24 and the Money Market has \$58,240.53. Delinquent Maintenance continues to go down and is \$11,905.00. Total assets are \$115,901.77.

**FINING COMMITTEE:**

~ Nothing to report. It was brought to the Board's attention that Greg Anderson has not been notifying Marie Drowns about fining hearings. The Board asked Phil Colettis to talk with Greg to be sure he does so in the future.

**ARCHITECTURAL COMMITTEE:**

~ Lot 28 submitted a request for a new roof and it was approved.  
~ Lot 108 submitted a request to paint the house and it was approved.  
~ Lot 14 submitted a request to pain the house, install a fence, and install new landscaping and it was approved.

**MANAGER'S REPORT:**

~ Nothing to report.

**OLD BUSINESS:**

~ The board has not heard back from Greg since last month's meeting regarding the website. It was brought to Phil's attention that this has been stalled the past few months. Phil said the Communications Committee should communicate directly with Philip Porter.

~ Flyers were mailed out regarding the proposed sanitation contract. There were 34 replies with 20 homeowners in favor and 14 not in favor of moving forward with the possibility of consolidating waste services. It is unclear what percentage of homeowners we need to move forward. Phil will get back to the board with the correct amount and whether or not we can take the money out of our operating expenses.

~ The sidewalks in the common areas were treated with a special coating last year that would eliminate the need to pressure wash them. Linda asked Phil to have Greg contact the company about the buildup on the southwest sidewalk at Forelock and Bridle Path Way.

**NEW BUSINESS:**

- ~ Linda asked Phil to find out when Conte Property Services was going to put up the Christmas Decorations.
- ~ It was agreed we would address obtaining insurance on the walls at the next meeting.
- ~ The board will look into creating a color palette for painting our homes.
- ~ Ed Brown will research vendors to replace our mailbox posts.

**Questions/Comments from the residents:**

- ~ Carolina Jantac asked about the bushes along Forelock that need cutting back.
- ~ Shawn Price asked if we still had a neighborhood watch.

Next Meeting: Monday, January 9th at 7:30 p.m. at The Allegro

Meeting adjourned at 8:51 p.m.

Respectfully submitted:

Linda Newman

Linda Newman, Keystone Bluffs HOA