

Englewood Community Association

2010 Special Meeting Minutes

October 18, 2010

Officers Present: Bob Eichenberg President
Kimber Shoop Vice President
Frank Simmons Secretary

Meeting Location: 2716 NE 133rd St
Edmond, OK 73013

- Agenda:**
1. Call to Order
 2. Introduction of Neighborhood Services Corp
 3. Certification of Quorum
 5. New Business
 - a. Review HOA finances
 - b. Review street maintenance proposals
 - c. Review proposal for special assessment
 - d. Vote on special assessment
 6. Community Concerns: Question and Answer Period
 7. Call for Nominations of New (additional) Board Members (if quorum is met)
 8. Election (if quorum is met)
 9. Adjournment

Call to Order: Meeting was called to order at ~7:00 PM by the President (Bob Eichenberg) who thanked everyone for participating and acknowledged the excellent turn-out.

Introduction of Neighborhood Services Corp: Bob introduced Ms Kim Morgeson as the representative of Neighborhood Services for the Association.

Certification of Quorum: A total of 18 lots were represented (15 in attendance and 3 executed proxy forms). Ms Morgeson certified requisite attendance of homeowners/members present and executed proxy forms (60%) to constitute a quorum and the meeting was declared open and business was officially conducted against the published agenda above.

New Business:

- The President presented a summary of the HOA finances (attached) which included a “state of the association” update for 2010 along with budget and expenditure projections for 2011. Based on current expenditure projections against the budget the Board anticipates ending the 2010 budget year with aprx \$12,971 in reserve (\$14,971 less \$2,000 Oct-Dec operating expenses). This does not reflect projected expenditures for street repair/sealing (estimated \$7,000) to be discussed later in the agenda. It was noted that the Board anticipates the reserve will continue to build annually at a rate of aprx \$4,700.

- The Secretary (Frank Simmons) presented information on quotes/bids solicited from multiple vendors for repairing cracks and sealing the asphalt, and for repairing the broken drain culvert. Additional information was presented on other potential projects the Board has received input for and is considering over the next several years. Included in the list of projects were 1) replacing wooden gate and adopting adjoining fence and landscape at the west end of the street, 2) replacing the concrete entrance at the east (main) gate, and 3) maintenance of main gate. Rough estimates of their cost and a possible timetable for completion along with a reserve financial impact assessment was provided. After open discussions it was accepted that the Board would move forward immediately with the street repair and would actively engage input from the community to further develop and define a list of potential projects to be considered.
- It was decided that no vote would be taken on the proposal for a special assessment at this time, but rather the Board would continue to evaluate this need and present additional data and a recommendation for considering a special assessment at the next Annual Meeting – scheduled for late January 2011

Community Concerns: Questions and Answer Period: Several homeowners asked if it would be possible to have a “man” gate installed at the front/main gate entrance. Different issues for this were discussed and the Board agreed it will review options and re-address this topic at the Annual Mtg. Casey Hester, newest member of the Association was introduced. Karen and Butch Pogue were thanked for all of the work they continually do to support the community. Karen noted that several landscape “maintenance” activities are needed this coming spring to include extending the sprinklers at the front entrance. Several members commented on the continued need to be aware of the children in the neighborhood and expressed concern that vehicles need to drive slow. It was mentioned that kids had been seen coming over the fence at the west end and that numerous times kids had come through Leslie’s yard, but the numbers of instances had dropped over the past several months.

Call for Nominations of New Board Members: The Vice President (Kimber Shoop) discussed the Board’s desire to add additional members to the Board. The Board desires to be more actively involved in developing committees and wants to ensure sufficient representation to share potential workload of new projects. It was recommended that two additional members to include a Treasurer and a Member at Large be added. Nominations were taken for both positions. Scott Frye and Preston Stinson were nominated for Treasurer and Member at Large respectively.

Election: Both Scott and Preston were unanimously approved and accepted their positions effective immediately.

Adjournment: The President adjourned the meeting at ~ 9:00 PM

Respectfully submitted,

Frank Simmons
Secretary