**COP HOA CONDO ASSOCIATION**

**2018 ANNUAL MEMBERSHIP MEETING**

**MINUTES**

**February 24, 2018, 1:00 PM @ the Beardsley Rec Center**

**Confirmation of a quorum:** Attendance was taken and 37 households in the COP were accounted for…

**Meeting called to order:** President Don Rife called the meeting to order at 1:03 PM

**Introduction of new members and current board members:** Frances Lagoie was our lone new resident for 2017-18. Don also introduced his son from North Carolina visiting while he had shoulder surgery. President Rife, Vice-President Jim Snyder, Treasurer Dick Landis, Secretary Rich Hoyt, Director Sue Vasconcellos, Director Ruth Artz, and Director Diane Shapiro were all present for the annual meeting.

**Approval of the 2017 Annual Membership Meeting Minutes:** Jim Snyder made the motion, and seconded by Diane Shapiro to accept the 2017 Annual Meeting minutes. The motion carried unanimously.

**President’s annual report:** The copy of this report is in the file and was emailed and/or personally delivered to every resident in a packet for this meeting.

**Treasurer’s reports:** The annual budget and financial balance sheets were presented to the board and every resident by email or personal delivery before this meeting. Copies available in the computer file.

**COMMITTEE REPORTS:**

1. **Grounds:** Grounds committee chairman Jim Snyder submitted a written report to the board and all residents (by email or personal delivery) before this meeting. A copy of this document is available in our computer file.
2. **Architectural Report:** The activities of the architectural committee were outlined for the past year in a written report presented to all residents by email or personal delivery

A motion was made by S. Vasconcellos and seconded by Diane Shapiro to accept the reports of the grounds and architectural committees. The motion carried unanimously.

**2**

**Home owner information form:**

President Rife requested the residents to complete and submit their information forms as soon as possible. This document will include address, phone(s), email, and emergency contact information. Mr. Rife assured the residents that this information, especially the emergency contact information will be kept in a confidential manner.

**Ratify the 2018 COP operating budget:** Mr. Rife explained the new budget with an emphasis on the escalating sewer and water fees and keeping enough on hand for the next painting of all units within the next 5 years. The board intends to solicit 3 bids next year to get an idea how much painting costs have risen in the past few years. Copies of the budget were sent by email or personally delivered to every resident prior to this meeting. These documents are in our computer file for future reference. The budget was ratified with a 37 yes, 7 no, and 2 no votes count.

**Election of the new Directors:** Diane Shapiro, Ruth Artz, and Sue Vasconcellos ran unopposed and were elected for the next 2 year block (2018-2010) by the residents at large.

**Vote on bylaws and rules:** (all bylaws and rules were delivered by email or personal delivery and are available in the computer file)

1. Article V, Section 5.10, Electronic Voting 41 yes/1 no
2. Article VI, Section 6.15, Recording of Meetings 38 yes/3 no
3. Article VI, Section 6.2, Number of owners on a committee, 41 yes/1 no
4. Article VII, Section 7.5, Powers of the COP President to govern, 41 yes/1 no
5. Article VII, Section 7.8, Secretary has authority to keep bylaws comprehensive and current, 38 yes/3 no
6. Amendment to rule # 20 regarding boulevard trees. 38 yes/2 no

**Member questions and comments:** Diane Shapiro requested signs that would deter people from allowing their dogs to relieve themselves in our easement areas to be posted. Ms. Shapiro also commended President Rife for the outstanding job he did during the past year.

**Adjournment:** A motion was made by Dick Landis, seconded by Diane Shapiro to adjourn the meeting. The motion carried unanimously. The meeting closed at 2:07 PM

Respectfully submitted,

Rich Hoyt, COP Secretary