

**LEXINGTON CONDO HOMES ASSOCIATION – ANNUAL MEETING
JUNE 24, 2020**

**Due to state restrictions on social distancing, this meeting was held on Zoom.*

ATTENDANCE:

Laura Keller-President Scott Corcoran-Vice President Andrea Farris-Secretary

Marilyn Campbell-Treasurer Nancy Kossak-Director
Jay Carroll-JP Carroll Management Company

Absent: None

Co-owners: S. Barnes, G. Eisenhauer, J. Charters, J.Cordon, J.Cykiert, B.Dase, J. Dunville, M.Ebejer, J. Foster, K.Hasenstaub, J.Holmes, E. Kelly, H.Kim, R. Krauss, S.Lorimer, N. Manley, G. Martin, N. Merriman, J. Nicholson, M. O'Brien, S.Oliver, L. Rallo, C.Schlueter, , D.Sutton, O.Wang, S. Yadav

Proxies: A. Amin, M.Endlein, D.Grant, J.Hicks, G.Koriduzki, R.Lavigne, B.Lim, R.Rodriguez, S.Shukla, M.Stevens, D. Stone, C. Williams

Phone Numbers: 3 additional people joined by phone, unable to identify them, not counted in tally.

CALL TO ORDER: 7:10pm

WELCOME: Jay Carroll, JP Carroll
Company Management

ANNOUNCEMENT OF A QUORUM: The Association Manager announced that with 43 eligible members in person or by proxy, equaling 44% of the voting membership, a quorum has been met and business can be conducted.

NOTICE OF ANNUAL MEETING: January and March Lexicon and mailing to co-owners. COVID-19 delayed the March meeting. The May meeting date did not reach a quorum and was rescheduled for June.

INTRODUCTIONS: Board Members introduced by Association Manager

APPROVAL OF MINUTES: No minutes were taken at the March 2019 Annual Meeting.

REPORTS:

President- Laura Keller- In 2019 [1] There were 3 new Board Members, Scott Corcoran, Marilyn Campbell, Andrea Farris [2] Hired a new law firm, Hirzel Law. They reviewed and graded LCHA Documents and graded us a "C". Outdated bylaws graded as 102/142. [3] Budget recap had us over budget due to legal expenses from co-owners lawsuits that were later dismissed in court. [4] Projects completed were new mailboxes on Washington and Yorktown, rebuilt steps on Building N, landscape improvements, engineering study on marshy area behind building D. [5] 100's of work orders completed.

President – 2020 Plans [1] Paint cycle or siding ? [2] Road work, partial asphalt milling and replacement [3] Aerator in pond to maintain water quality [4] LCHA governing documents **need** to be updated.

Management – Jay Carroll - Responsibilities include Financial, Administrative, Maintenance.

Financial: [1] Day to day record keeping [2] Monthly financial reports [3] Initiating collection actions [4] Assisting with development of the annual operating budget.

Administrative: [1] Supporting the board in policy development, meeting planning, and initiatives [2] Correspondence with owners [3] Insurance claims [4] Preparations for the annual meeting of members.

Maintenance: [1] Developing specifications for recurring maintenance contracts [2] Obtaining competitive bids for contracts [3] Administering recurring maintenance contracts [4] Coordinating professional services relative to major projects [5] Processing certain requests for maintenance [6] Providing emergency service when needed.

Clubhouse & Landscaping – Nancy Kossak – [1] Clubhouse had 8 co-owner rentals and 6 Commons Association rentals. [2] A new furnace and A/C units were installed in February (original unit from 1973). [3] Repurposed the entrance plantings for a more attractive and better use of space, by Blackstone. [4] Cut back overgrown bushes that were obstructing creek flow and invading pool area. [5] Placed boulders in necessary areas to stop damage to grass. [6] Weeding and cleanup of berm on Taft Road. [7] General weeding and lawn care by Serene [8] Fertilizing and weed control by Wagenschutz.

Pool Committee – [1] Replaced ceiling tiles in women’s bathroom [2] Added LED recessed lighting in bathrooms [3] Opened pool with restrictions on June 15 [4] New doors to pump room installed.

Building & Grounds Committee – Marilyn Campbell – [1] Garage block repair, 8 units completed. [2] Aluminum hand railings installed in 7 units, existing units painted black. [3] Completed installation of exterior balcony shed doors. [5] Building sewer line inspection in D & F. [6] Building repairs, cracked joist corrected, rebuilt walkout basement wall. [7] Main breakers on exterior of buildings D,E,F,G,K,L. [8] Mailboxes on Saratoga & Bristol. [9] Ongoing garage block repair.

Siding Committee – Scott Corcoran – [1] Met with 8 contractors, will obtain 3 solid bids. [2] Educated on multiple aspects of the entire job during site meetings, developed detailed scope of work, surface by surface, learned how to transition from one type of siding material to another to maximize fit and durability, learned Installation techniques to save time and money.

Website & Commons – Andrea Farris – [1] Website uses Weebly, the address is www.lexingtoncondohomes.org [2] Purpose of website is to provide up to date information for co-owners. Minutes are posted after Board Review. [3] Commons volunteers are cleaning the area around the pines along Taft Road as well as refurbishing the park benches. Currently getting bids to repair the parking lot.

Financial Review – The Cash Position Analysis and Financial Review are posted on the website in the Annual Meeting Power Point link.

Community Volunteers: Adam Amin, Craig Williams, Darcy Grant, Neil Manley, Jane Hicks, Jean Holmes, Michelle Jasinski, Dan & Sue Barnes, Brad & Pam Dase, Raymond Rodriguez, Julie Collins, Lynn Ryan, Nancy Cassel, and the Board of Directors.

Please let us know if you would like to volunteer your services are needed!

Election of Board Members: Three positions were open for 2 year terms. Six nominations were received: Dan Barnes, Jean Holmes, Deborah Fedorko, Holly Hurd, Robin Nicholson, Jim Freeman. The results after 41 ballots were cast: Robin Nicholson, Jean Holmes, Dan Barnes were elected. The votes were counted by Jay Carroll, Julie Collins and Laura Keller.

Questions & Answers:

[Q.]Nadine Merriman asked to volunteer on the Welcoming or Social Committee. Also asked who will be the new President. Nadine mentioned that she prefers open meetings.

[A.]The Board would welcome Nadine on the Social Committee. The new President will be chosen at the first forthcoming new board meeting . The new board positions will be published on the website. The new board will make the decision on the format of the monthly meetings.

[Q]Dave Sutton asked how many co-owners joined in today's meeting.

[A]Total of 43

Adjournment:

A motion was made by Laura Keller to adjourn, and seconded by Andrea Farris. Motion carried. Meeting adjourned at 8:03pm.

*Submitted by Andrea Farris
Secretary*