

THE TOWN HOMES AT LUDLOW BAY ASSOCIATION

2014 ANNUAL MEETING MINUTES

JULY 5, 2014 AT THE BEACH CLUB

1. The meeting was called to order at 10am by President Al Wagner. A quorum of owners was established with 13 owners represented, 9 present and 4 by proxy.
2. The minutes of the 2013 annual meeting were approved as presented by unanimous vote.
3. The association budget for the 2014/15 fiscal year, which has previously been distributed to owners, was discussed. Also distributed was a copy of the landscaping budget for the year. There was one question about the reduction in the repairs and maintenance category. It was explained that we have done a great deal of maintenance the past two years plus looking to better balance expenses that do not occur each year.
4. Old Business
 - a. Owner were reminded of the annual requirement to provide evidence of insurance to the association. This past year we had much better compliance with 24 of 25 owners complying. The board will enforce the approved fines for non-compliance.
 - b. Owners were again encouraged to provide a key to the fire dept for the Knox box. This is important both in the event of a fire but also to allow EMT's access in case of a medical emergency where the owner is not able to get to the door.
5. New Business
 - a. Al Wagner provided an update on maintenance activities over the past year plus.
 - (1) All mechanical rooms were insulated and the electrical/heat was upgraded
 - (2) All HOA fences were repaired, cleaned and stained
 - (3) Gutters were cleaned and roofs spot cleaned.
 - (4) Propane tank field was inspected; anodes were replaced last year
 - (5) The fire sprinkler system tested and repaired
 - (6) The fire sprinkler system was back flow tested
 - (7) Driveways and sidewalks were pressure washed.
 - (8) A new website was set up
 - (9) Accounting service transferred to Anderson Accounting
 - (10) The Master Association ARC inspected the town homes and provided a list of required maintenance. All owners have either completed or contracted to have the work performed.
 - (11) There was a discussion about Alice and some of the difficulties she has in working with the different owner expectation, particularly the common courtyards. Several suggestions were made and this is an issue the new board will discuss with owners and Alice. There was a question about how long Alice will continue to work. For now she is on board for the next year or two.
6. Role of the HOA. There was a discussion about the role and responsibilities of the HOA, particularly after the Master Declarations were amended a few years ago to place the financial responsibility for exterior maintenance on the individual owners rather than the HOA. However,

there remains confusion on the part of many owners on the role and authority of the HOA and the easements impacting individually owned lots. As an example the association had a legal expense this past year for our attorney to prepare a response to an inquiry from an owners' attorney regarding these easements. The consensus of the meeting was that the board should take a more affirmative position to enforce our Rules and Regulations. Lewis will draft an email to all owners clarifying these issues.

7. Owners were reminded of the annual sprinkler inspection on Monday July 7 and they need to be available to let the inspectors in if they want their system inspected.
8. Election of 2014/2015 Board of Directors
 - a. The candidates for 2014/2015 were Don Clark, Bill Master and Lewis Hale. There were no further nominations from the floor. The slate of directors was approved by unanimous acclamation of the owners.
9. The meeting was adjourned at 1053am.

Submitted by Lewis Hale, Secretary