

*The Willows at Upriver Homeowner Association
Annual Meeting
March 31, 2015 at the Argonne Library*

Members Attended: Laura Campbell, Kathy Perks, Steve Perks, Robert O'Brien, Sally Pierson, Steve Beaulieu, Mike Jacketta, Krystal Grey, Wayne and Jolynn Hill, Becky Swan, Greg Schuerman.

Guests Present: Pat Fiest and Davene Work

Meeting was called to order at 7 PM by Becky Swan. Everyone introduced themselves. Eleven homes are represented by attendance or proxy. A quorum is 17 homes so a quorum is not established.

Becky entertained questions about the 2015 budget. The budget is pretty much the same as last year with the exception of adding the cost for management of the HOA. Management adds \$100 per house per year. Members will see their fees go up \$50 this year and another \$50 next year. In the first year, part of the management fee is subsidized from our Reserve account. One member advocated for absolving the HOA. Another questioned whether costs could be reduced or streamlined. The insurance line item was clarified. The HOA has traditionally purchased 3 types of insurance – general liability that protects all homeowners if someone is injured in our common area and sues us, board member liability which is required by the Covenants and Bylaws, and a dishonesty bond that covers the association if someone steals money from the fund. With the change to management, we do not need the dishonesty bond. The management company complies with all requirements for business registration and tax liability. They also carry general liability insurance to cover their errors and omissions. One member wanted to know how many hours the bookkeeping tasks require. Becky replied this is a part time job that has taken many hours in the first part of the year when bills are being sent and payments recorded. Bookkeeping also requires monthly reporting, filing the IRS report, arranging for services and paying for them, etc. The Board signed a one year contract with the management company and we can determine whether we want to continue or return to the original design with an all volunteer board next Spring. Prior to engaging the HOA, the Board conducted a search for a qualified bookkeeper with a registered business and adequate insurance. We found that bookkeepers were either not interested in a small job or they offered to do it for \$450 per month. The management company provides all services for less than that.

Davene Work of HOA Service Inc, was on hand to provide information about the services of the management company. They have registered as the agent on behalf of the Association with the State. The web page for the Willows is in development and will include the Bylaws and Covenants plus information about board meetings. They have sent out Welcome Packets to everyone which explains their services and how to make a payment. One of the services of the management company is that they put our projects out to bid to help us get the best deal. They manage many associations and have relationships with multiple vendors. Davene is fairly new to the business and there were questions she could not answer. Becky agreed to set up a meeting in the next month that gives members a chance to meet with Lance Ficklin to get more of their questions answered

We could not do a formal election of Board Members since we were lacking a quorum. However, Rob O'Brien volunteered to serve on the Board for the next year. A Board meeting will be set in the next few weeks.

Meeting was adjourned at 8 PM.