

Gabriel Commons Annual Meeting Minutes

November 21, 2019

The meeting was held at Lucky Lab Public House and was called to order at 6:00pm by the Chair, Mary Lou Haas. Other Board members present included Dianne Day, Joel Glick, and Maryann Lewis.

Owners signed in to vote were: Jay Brewster, Kay and Elizabeth Brooke-Willbanks, Nancy Cartwright, Connie Cox, Bryan Densen, Larry and Jan Drury, Charles Duncombe, Chuck Ensign, Elizabeth Girard, Laura Miller, Syd Newell, Emily Polanshek, Joanna Ponce, Sharon Robbins, and Jodi Trombly.

Absentee/Proxy Ballots: Steven and Rochelle Balzer, David Brady, Cindy and Harold Brown, Rita Eagle, Peter Grazier and Nance Cheifetz, Rita Smith, Lori and Pat Reynolds.

Also attending was Ashlyn Dietz, our account manager at Superior Community Management.

The Chair, Mary Lou Haas delivered proof of notice of the meeting.

The minutes from the 2018 Annual Meeting were read by Maryann Lewis and approved.

Mary Lou Haas reminded owners that the Annual Report and Committee Reports were distributed prior to the meeting and asked if there were any questions.

The Financial Report for 2019 and the proposed budget for 2020 were given by Mary Lou Haas. The 2020 budget reflects an overall cost of living increase of 3% with additional monies added for Professional Services. Monthly fee for the 2020 Operating Budget was increased by \$11 to \$378/month. Monthly fee for the Reserve Budget was increased by \$5 to \$180 month for a total of \$558. Both the 2020 Operating Budget and Reserve Budget were voted on and approved by the owners.

Board of Directors. There were three vacancies on the Board for this coming year and three nominees: Joel Glick, a candidate for re-election, Sharon VanSickle-Robbins, and Jodie Trombly. All were elected unanimously. There were no nominations from the floor. Other continuing Board members are Dianne Day and Maryann Lewis.

Re-Siding Project. J2 Consultants has been working with the Board and owners and has submitted a rough estimate contractor bid. Owners had questions and concerns relating to the cost of the project which Ashlyn Dietz addressed. As an HOA Gabriel Commons is considered a commercial property. Commercial licensing requirements and insurance for contractors are considerably more costly than residential. Other questions related to J2's Phases 2 and 3 of their proposal which would cost the HOA \$31,000. Included in these two phases are: project design, contractor bid assistance, value engineering, and design review. Per Ashlyn the role of an independent consultant like J2 is to be an advocate for the client, a gatekeeper of the money, insuring that money is spent correctly. Upon completion of these two phases, Gabriel Commons would own the design and documentation. When asked if we could take the documentation to another project management company, Ashlyn said many project managers don't consult on other company's designs. After completion of these two phases, which would provide final bids, there would be opportunities to economize within the scope of work.

It was suggested that a task force be created to further study options for maintaining the siding while reducing costs. Kay Brooke-Willbanks volunteered to submit a proposal to the Board.

Financing. Ashlyn said there are a limited number of banks offering HOA loans. Loans could be set at 15-25 years. We would need final bids before we can apply for a loan and determine the interest rate. She also said that owners wouldn't start paying off the loan until the construction is almost complete, allowing owners more time to organize their finances.

The advisory vote for the Board of Directors to proceed to obtain a scope of work, design and final, firm bids from J2 with the projected cost of \$31,00 was taken. The results: 19 yes, 9 no.

The meeting was adjourned at 8:30pm.