

**Classen Glen Homeowners Association –
2016 Annual Homeowners Meeting
March 14th, 2016 at 6:00 p.m.
915 N.W. 7th St. Classen Glen Clubhouse
2016 Annual Minutes**

Board Present: Myra Hoover (President), Ursula Lundberg (Vice President), Valerie Bradshaw (Secretary)

Other – Casey Wyatt (Property Manager), Megan Royer (Abdallah's Property Manager), Vickie Son (106C), Mark Lester (105A), Max Morris (207A), Pat Elliot (102C).

Next board meeting: April 13th, 2016 at 6:00 p.m. at Classen Glen Clubhouse

I. Call to Order

The meeting was called to order by the president, Myra Hoover at 6:01 p.m.

II. Roll Call

- a. Casey took roll call and asked if there were any proxies.
- b. Verification of quorum was given by Valerie and Property Manager and approved by the HOA Board. The annual meeting had 42.667% of homeowners at the annual meeting.

III. Proof of Notice of Meeting

- a. Secretary Valerie Bradshaw approved proof of notice of meeting.

IV. Reading & Approval of Last Annual Meeting Minutes

- a. Secretary Valerie Bradshaw read the minutes of the Last Annual Meeting on March 2nd, 2015.
 - i. Ursula motioned to approve the minutes from March 2015, Myra seconds.

V. Report from President

- a. Myra reported some of the maintenance things around the property that need to be addressed.
- b. Vice President, Ursula reported that this past year we have accomplished a lot as a board. We have a new pool, new roofs and paint above the roof line, new siding on specific units in need, balconies have been repaired to deter any water, and the board has approved the painting of the north and south walls, including new windows and hardie board.

VI. Report from Management Company

- a. Ursula motions to approve the 2016 annual budget, Valerie seconded, all in favor.

VII. Old Business

VIII. New Business

- a. Election of Boards of Directors: No new terms were available or new board members elected at this time, but still have positions available.
- b. Special Assessment – The special assessment of was approved by 58% of the homeowners to 12% no.
- c. Valerie proposed a maintenance schedule for the upcoming year:
 - i. Cleaning person to help with the upkeep of the common areas on a weekly basis.
- d. Max asked the question about permanent location for the trash. B building has been recommended sense it is the central location. Mark mentioned that the dumpster situation is unsafe for driving.
- e. Mark had mentioned some of the items to be addressed in building A alone. He wanted to know if it is possible to get the tile out of the center of A atrium to make it more consistent? The board will begin estimates for this project.
- f. Pat Elliot asked about C building rod iron railing in units doesn't look complete. Also worried about the lights being in working order around the complex.
- g. Megan reported on behalf of the Abdallah's. Tenant in 200a was broken into and claims that there were some contractors that were working here at the time. Play station 4, computer, t.v, hockey bag were stolen, but no footage has been checked. Megan also discussed that the 204a, tenant moved out because the unit flooded every time it rained and stated that Postoak Construction covered over the dryer vent.
- h. Valerie asked homeowners their opinion of what the special assessment money should be applied towards. The homeowners would like to see siding completed on the East and West side of the complex completed.

IX. Adjournment

Action: Myra motioned to adjourn at 7:33 p.m., Urusla seconds, all in favor.

By Direction of the Board of Directors
CLASSEN GLEN HOMEOWNERS ASSOCIATION, INC.

***Next annual Meeting is scheduled for March 6th, 2017 at 6:00 p.m. in clubhouse.** 2017 Annual Meeting is subject to date change with proper notification.