

Chambertin Townhouse Association, Inc.

Annual Meeting of the Homeowners

December 8, 2016

The annual meeting of the Chambertin Townhouse Association was held on Thursday, December 8, 2016 at the Avon Public Library.

1. **Roll Call/Proof of Notice.** Roll call was taken and a quorum established. Notice was sent pursuant to the Bylaws on November 3, 2016.

Unit No.	Last Name	First Name	Present	Proxy to	Absent
Unit 05	Lindenmuth	Danielle			<input checked="" type="checkbox"/>
Unit 06	Mozia	Gegertha and Nelson	<input checked="" type="checkbox"/>		
Unit 07	Walsh	Kevin	Ineligible		
Unit 08	Sargent, Jr.	David	<input checked="" type="checkbox"/>		
Unit 09	Sargent	David	<input checked="" type="checkbox"/>		
Unit 10	Kosowski	John and Joel	<input checked="" type="checkbox"/>		
Unit 11	Fleisher	William			<input checked="" type="checkbox"/>
Unit 12	DiSciascio	Audrey			<input checked="" type="checkbox"/>
Unit 13	Christoffersen	Laura and Steve	<input checked="" type="checkbox"/>		
Unit 14	Graham	John			<input checked="" type="checkbox"/>
Unit 15	Fitzgerald	Maureen and Patrick		CMoore	
Unit 16	Green	Erin and Joel	<input checked="" type="checkbox"/>		

Also in attendance were R.G. and Eileen Jacobs of Mountain Caretaker, Inc.

2. **Approval of Minutes.** Upon motion duly made and seconded, the minutes of the December 8, 2015 meeting were approved unanimously.
3. **Financial Review**
 - a) 2016 Year End Projections. Management reviewed the 2016 year-end projections by line item noting that overall an operating surplus of approximately \$4,800 is anticipated. The Board has approved moving that surplus into reserves.
 - b) Reserve Schedule/Capital Projects. Next, the capital projects schedule was reviewed noting that approximately \$15,000 will be spent in capital projects in 2017. A special assessment of \$4,000 per unit is needed to help rebuild the reserve. While many major projects have been completed, the asphalt overlay is still needed and was estimated at \$52,000 a few years ago; it likely will cost quite a bit more than that which is why the reserve needs to be built up.
 - c) 2017 Budget Ratification. The 2017 budget was reviewed alongside the 2017 budget. Although expenses remain about the same, last year's budget included the prior year surplus so this year's operating budget includes a \$75 per unit/per quarter increase. The

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reserve assessment will remain the same as 2016 and a special assessment of \$48,000 in total (\$4,000 per unit) is required.

Upon motion duly made and seconded, the 2017 budget and assessments were approved unanimously.

4. Election of Directors. Two seats on the Board, currently held by Dave Sargent and Cindy Moore, are expiring. Nominations were invited from the floor. Dave Sargent and Cindy Moore were nominated, but Cindy Moore declined the nomination. Nelson Mozia was nominated as well. There being no further nominations, the nominations were closed. Upon motion duly made and seconded, Dave Sargent and Nelson Mozia each were elected unanimously to a 3-year term by a unanimous vote.
5. Other Business.
 - a) Laura Christofferson asked for a waiver of her late fee explaining that she usually runs a credit balance due to advance payment. The Board asked Eileen Jacobs to provide detail as to whether a one-time courtesy waiver has been granted in the past and will follow up with Laura after than information is provided.
 - b) Parking. The owners asked that a reminder be sent by management regarding parking. Each unit has 3 spaces, including their 2 garage spaces or 1 garage plus carport. Each unit has one designated space outside and the rest of the spaces are guest/visitor parking. The consensus was that signs indicating guest/visitor parking be installed.
6. Adjournment. There being no further business to come before the Board, the meeting adjourned at 4:55 p.m.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

By: _____
Eileen Jacobs, Recording Secretary