

Meeting Minutes

Kipling Estates Homeowners Association

March 18, 2015

The meeting was called to order at 7:09 PM.

Board Members present – Bob Bradley, Sandi Green, Linda Ramlot, Chrissy Kuehl, and Cathy Zwirblis, Nancy Erwin and Joe Troyner. Absent board members were Sue Olson and Jeanne Eggert. Guests included Larry and Cathy Miller from Bay Property.

Bob Bradley read the minutes from the January 14 2015 Association meeting. A motion was made by Linda Ramlot to approve the minutes; it was seconded by Cathy Zwirblis. Motion passed 7 – 0. A copy of the minutes is available at the clubhouse and on our website.

Nancy Erwin read the Treasurers Report. A motion was made by Cathy Zwirblis to approve the report; it was seconded by Chrissy Kuehl. Motion passed 7 – 0. A copy of the treasurer's report is available at the clubhouse and on our website.

The clubhouse report was delivered by Linda Ramlot. A copy of the report is available at the clubhouse.

Linda Ramlot presented an estimate from Metropolitan Pump to repair 4 of our pond aerators. The estimate came to \$4,579. Linda requested that the repair expense come out of our reserve account because aerators are an asset. A motion was made by Linda Ramlot to approve the repair expense as a reserve expense; it was seconded by Nancy Erwin. Motion passed 7 – 0. Joe Troyner agreed to research the life expectancy of aerators and report out at a later date.

Cathy Zwirblis delivered the communications report. The next newsletter will be in May 2015.

Bob Bradley documented an email vote on placing our Com Ed bills on auto pay. It was explained that because of our process to approve invoices, we could not meet the small window Com Ed allows to pay invoices. Seven board members approved placing our Com Ed accounts on auto pay.

The board discussed a number of ways to try to make sure our members receive association dues coupons. It was recommended that a coupon be placed in every newsletter, that a full sheet of coupons be mailed with the proposed budget and that the envelope be stamped indicating that assessment coupons are enclosed.

Bob Bradley reported that the 2014 financial review is underway. It will be completed by Manietta Business Advisors. Bob also reported that he met with a representative from the Reserve Advisors and that the study is started. The report is expected in 4 to 6 weeks.

Bob Bradley reported that the next neighborhood to provide the at-large board member is the Townes.

The board approval on Executive session agenda item #1 was not necessary because the homeowner did not show up for the hearing.

A motion was made by Linda Ramlot and seconded by Nancy Erwin to approval Executive session agenda item #2. The motion passed 7 – 0.

Bob Bradley updated the board on our financial accounts.

Account 1019, Standard Reserve MM – Now Account 1025: Since we've been unable to get Standard Bank to eliminate fees after they agreed to do so, the account was closed and moved to Heartland Bank. The \$63,767.08 was added to the current Heartland Bank Reserve MM account. The total in this account is now \$153,777.09.

Account 1021, Standard Capital Expenditure MM Account: Again because of Standard Bank's policy on adding fees to our accounts, this account was closed and moved to Heartland Bank. A new Capital Expenditure account was established in the amount of \$38,946.77. The Capital Expenditure account will require board approval to make deposits or withdrawals from the account.

There was no update on the Galway request to have an additional board member from Galway on the master board.

Board Open Discussion: Linda Ramlot reminded association presidents to make sure they get their annual meeting information to Lori Caldario for assistance in notifying members of that neighborhood. Joe Troyner asked about moving money from one bank to another and if the board was involved. Cathy Zwirblis advised that board members gave Nancy Erwin and Bob Bradley authority to make changes that are in the best interest of the association. Joe also commented on getting multiple bids for association work stating that he felt competitive bids guarantee that the association is given the best prices.

Member Open Discussion: A resident asked about the bank transfers and was that noted in any meeting minutes. Linda Ramlot responded that the discussion was during executive session and Cathy Zwirblis advised that there were emails exchanged between board members on this subject. The same resident asked for clarification regarding the amount of money at Heartland Bank. Bob Bradley answered the question. The same resident also asked about following attorney advice about our capital expenditure account being placed on our budget. Bob Bradley responded that he didn't think we could do that because there is no scheduled income or expense. That resident also asked about following a recommendation from an attorney about talking to our accountant about our capital expenditure account. Bob Bradley agreed to call our accountant.

2015 meeting dates: June 3, 2015 – Annual meeting, July 15, 2015, September 16, 2015 and November 18, 2015.

A motion was made by Linda Ramlot and seconded by Nancy Erwin to close meeting. Motion passed 6 – 0.

Next board meeting is June 3, 2015.