

MINUTES

BELLA VISTA TOWNHOUSE ASSOCIATION January 16, 2019 9:00 A. M.

Members Present

Jack Adams
Johnese Johnston
Ron Johnston
Gail Kapica
Vacancy
Vacancy

Members Absent

Tom Barber

Staff Present

David Whittlesey, General Manager
Beverly Schommer, Office Manager

Others Present

3 Owner guest and 2 Visitors

Meeting was called to order at 9 a.m. by President Jack Adams.

Ron Johnston made a motion to approve the minutes from the December 12, 2018 meeting, Gail Kapica seconded, there were no questions. Motion carried

The November 2018 Cash Flow report correction was noted. Treasurer Johnese Johnston made the December 2018 Cash Flow report.

Ron Johnston made a motion to approve the Treasurer's Report, Gail Kapica seconded. President Jack Adams asked if the Prepaid Assessments were included in the balance of the Cash at end of Period. Office Manager Beverly Schommer explained, yes, and the prepaid income accounts will be rolled into the Homeowner Assessment account with the Accountants year-end adjustment reflecting the total income collected in 2018. The office only separates the income into separate accounts to keep track of current, prepaid and collection amounts for informational purposes for the Board. Motion Carried.

President Jack Adams welcomed the guests in attendance. Present were past board member and spouse, future board member elect and two other homeowners.

Under new business, a February 5th at 8:30 a.m. was set to count ballots from the election.

The Association has been notified that McFALL, LTD the Accountant they have used to complete Audits and Reviews will no longer provide that service. They have offered to provide a Compiled Financial Statement for the 2018 year. President Jack Adams stated that while this is not the normal service we have contracted for, it is the least that can be done as a requirement to remain in compliance with our administrative responsibility. Saying, we will look at finding a replacement service in the future. *Ron Johnston made a motion to accept the Compiled Financial Statement agreement from McFALL, LTD. Gail Kapica seconded. Motion carried.*

Office Manager, Beverly Schommer requested the Board approve the Delinquent Assessment 2018 Write Off in the amount of \$2927.50 to be submitted to the Accountant for write-off. This property was sold at State Tax Auction and is uncollectable.

A motion to approve the Write-Off of 2927.50 for uncollectable assessment was made by Gail Kapica and seconded by Ron Johnston. There were questions and answers with a guest in attendance about the policy on the collection process. Motion carried.

Office Manager, Beverly Schommer a report about the continued legal actions against delinquent owners. She will have a written report on Accounts Receivable prepared for the Board in time for the Annual Membership Meeting on February 20th. There are currently 6 Lawsuits, 5 of which the Association holds Judgements, the 6th one is in the beginning stages of the lawsuit.

General Manager's Report

With favorable weather and dedicated efforts by our ground's maintenance team, three leaf cleanup cycles were completed by year's end. In January and February, we'll be trimming crape myrtles, pampas grass and liriop; trimming and removing trees; performing annual court light and sign maintenance; checking and securing landscape edging; continuing general leaf and debris cleanup as needed; and resume landscaping special projects for townhome owners. Last week we rented a full-size backhoe and removed approximately 30 remaining concrete pads from the old trash bins and corrals. Projects will continue until traditional spring grounds maintenance services begin around the first of April.

Performed annual inventory verification on January 4th. Thanks to Tom Barber for his assistance.

Ron Johnston moved to adjourn the meeting at 9:28 a.m., Gail Kapica seconded.

Annual Meeting
February 20, 2019
9:00 A. M.

Next Regular Meeting
February 20, 2019
2 Cora Circle
10:00 A. M.