Forest Court, Phase 1 Condominium Association, Inc.

Annual Meeting Minutes
January 10, 2025

i. Rob Schreiber, President called the meeting to order at 6:04 p.m. A quorum was not present. Therefore, a business meeting was held for *informational purposes only*.

ii. Board Members Present: Rob Schreiber, John Hunt & Margie Callahan
Property Manager Present: Julie Peterson, New Vision Management & Consulting
The roll call of unit owners present took place and certified proxies.

iii. The Proof of Notice of Meeting took place.

iv. The January 25, 2024, Annual meeting minutes were included in the Annual meeting packet.

v. Reports of Officers
- President's Report – Rob Schreiber announced the highlights of 2024.
- Treasurer's Report – Julie Peterson presented the YTD Financial Statement, 2025 Budget & Association Fees Schedule.
- Maintenance Matters – John Hunt talked about some of the projects that took place in 2024 and will take place in 2025, along with general maintenance responsibilities.

vi. Election of Directors - Elect (6) Board members for one-year terms per the governing documents. Without a quorum, Rob Schreiber, John Hunt, and Margie Callahan will continue serving on the Board in 2025. No other volunteers stepped forward to serve on the Board.

vii. New Business / Open Forum

- Concerns were brought up regarding timeliness of receiving the financial statements. Efforts will be made to distribute the quarterly financial statements sooner.
- Condo members are welcome to attend Board meetings, and if interested, get involved and serve on the Board now or in the future.
- A question was brought up regarding the Association's accounts payable process. Does the Treasurer sign every check before it goes out? The accountant cuts checks and signs them electronically with a Board member's signature. The accountant and management company do not have signing privileges. The Board has online access to the Association's bank accounts 24/7. The Board also receives monthly financial statements.

- The water bill did not decrease after a unit with several people moved out and was replaced with one person. All toilets were checked for leaks by Board members rather than pay a plumber to do the inspections. The Board is thinking that the water pressure in one building is higher, causing more water usage.
- Carpets in 6440 are the dirtiest they have ever been. We will look at having the carpets cleaned in spring.
- Concerns were brought up re: noise complaints of neighbors. There is banging, screaming, and in general, no courtesy of neighbors regarding noise. It was requested that a notice be posted to remind neighbors that it is important to keep sound levels to a minimum.
- Concerns were brought up about the quality of our lawns since we started contracting with Legacy Landscaping. The conclusion was that we might have to search for another company, although it will likely be more expensive. In addition, clarification of what bushes/shrubs should be trimmed and not trimmed while allowing them to grow should be discussed with the landscaper.
- It was brought up that when any repairs/improvements are made by condominium unit owners, they must fill out a *Limited Common Element Improvement Application* (LCEIA) and send it to the Board for approval prior to any work taking place per the governing documents (i.e., this applies to any work that effects the common and/or limited common areas and/or can be seen from the outside of the condominium). Unit owners can obtain an LCEIA from the property manager.
- A concern was brought up regarding the desire to have dogs on the premises.

viii. Hearing no further business, the meeting was adjourned at 7:57 p.m.

Respectfully Submitted by,

Margie Callahan
Secretary