

Kenbrooke Court Condominium Association  
Minutes of Annual Meeting, Wednesday, March 18, 2009

**PRESENT:**

**Board Members:** Gary Apps (President), Gary Kaylor (Secretary), Jeff Carroll (Treasurer), Don DeBat (Vice President), Brandi Vischer (Director)

**Management Company:** Dan McGlynn

**Co-owners:** A quorum was present by both attendees and proxies.

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**1. Call Meeting to order 7:00pm**

**2. Reviewed and approved minutes of March 19, 2008**

- Minutes unanimously approved on a motion by Carroll and second by Kaylor.

**3. Financial review**

- 2008-year end financials ended the year as budgeted.
- 2009 expenses through February are \$8,216 over budget. A \$4,840 variance in excess snow expenses due to ice on buildings and excess snow piles being moved on the property. The additional expenses over budget are primarily due to unbudgeted legal fees of \$2,520 and \$1,732 in additional gas expense. These all need to be monitored as we move through the year to determine if a budget adjustment will be needed to offset these costs.
- The 2009 budget was discussed with owners. It was noted the actual fees were reduced by \$1 from 2008 to 2009 and individual accounts were adjusted as needed. Adjustments included reduction in insurance by \$8,000 and a reduction in building maintenance contractors by \$4500 to match anticipated expenses in 2009. Increases in building maintenance labor and contribution to deferred maintenance savings totaling nearly \$12,000 was also adjusted. The net effect is a \$1 decrease per owner per month for the 2009 calendar year. The board wanted owners to know they are striving to keep operating expenses flat and assess when needed for specific projects (such as asphalt replacement) to better account for large project funds.

**4. Results of the Election**

- Gary Kaylor was elected to a 2-year term.
- Brandi Vischer was elected to a 2-year term.
- Don DeBat was elected to a 1-year term.

**5. Old Business**

Improvements in 2008 included; \$42,000 in new asphalt, \$14,200 in leak damage and repairs, \$15,780 new roofs, \$8,500 new stairwell doors and brick,

\$7,200 new slider doors, \$3,900 new water heater, \$1,500 in sidewalk repairs and nearly \$4,300 in trimming and pruning the property. The total capital project costs in 2008 was \$99,686.

## **6. New Business**

The election was held and three positions were open. After discussion, in addition to the three board members running for election Jynell Ruggles was nominated from the floor to run for the board. Votes were tallied with Gary Kaylor and Brandi Vischer receiving the majority of the votes and were elected to the two-year terms. Don DeBat was elected to the one-year term.

The group suggested continued effort towards replacing bad asphalt is a priority for this year. A special assessment was approved for \$10,000 in February and would allow for a May/June start to new asphalt in the rear lot. Discussion ensued about the continued leaks in the galvanized pipes causing damage in several homes over the past few years. It was agreed no easy preventative plan could be established to prevent random leaks and continued expenses would likely occur for years to come. The board also said a high priority on curb appeal for the property to maintain its value and compete with newer apartments in the area. An improved landscape effort with owner involvement and management follow up will be coming this spring.

## **7. Co-owner input**

Ruggles suggested the keys to the pool be replaced again in 2009. After discussion, it was agreed to replace the keys and locks for owners at the expense of the association. Any additional keys needed after the first key will cost \$5 each.

## **8. Adjournment**

The meeting was adjourned at 8:35pm.