

Kenbrooke Court Condominium Association
Minutes of Annual Meeting, Thursday March 19, 2014

PRESENT:

Board Members Present: Gary Apps (President), Sean Fitzpatrick (Vice President), Don DeBat (Treasurer), Patricia Murphy (Secretary), Ti Elzinga

Management Company: Dan McGlynn and Matt Caley

Several co-owners were present via proxy and or in person.

1. Call Meeting to order 5:02pm.

2. Review and approved minutes of March 2014. The minutes of the March 2014 annual meeting were unanimously approved after a motion by DeBat and a second by Elzinga to approve the minutes as written.

3. President's Comments

Apps began the meeting by welcoming all in attendance and encouraging all owners to get involved, attend meetings and provide input and feedback on their priorities at Kenbrooke. Apps then said the past year has been productive for the board as they implemented a "no surprises" budgeting philosophy where all known capital costs would attempt to be planned into the regular operating budget and monthly owner fees. As a start to this, the fee structure was increased slightly in 2014 to cover a planned special assessment for the second half of 2014. The thought behind this budgeting is to avoid spikes in monthly fees for known special assessments and cover planned costs in the monthly fee structure. This of course means the years of special assessments to cover costs resulted in lower monthly costs in past years with two or three special assessments throughout the year. The new plan is to avoid special assessments and include the costs into the monthly fees owners pay. The goal is to avoid a surprise midyear special assessment. Apps complimented his fellow board members and felt the communication between board members is productive and positive and encouraged all owners to give input to help set future priorities.

4. Financial review

McGlynn reviewed the Year ending 2014 statements with the group noting expenses totaled \$382,623 compared to \$372,350 budgeted. The total costs were over budget by \$10,273. The bulk of the variance (\$8,929) was due to the record snowfall in Kalamazoo this past season. McGlynn said capital expenses totaled \$60,259. McGlynn referred the group to the list of capital projects completed this past year. It was also noted the receivables continued to be significantly lower again in 2014. McGlynn noted the 2014 budget

included two planned \$10,000 assessments which one occurred and the other was incorporated into the last six months monthly fees for 2014. This was the last special assessment for new asphalt. All buildings have not gotten new asphalt over the past seven years along with other capital improvements at the property. McGlynn said a list of capital projects has been created and is evaluated each year with priorities and funding. This evaluation will occur again this year with the board however the goal is to include these costs in the monthly fee structure.

5. Maintenance Report

Caley referred to the capital projects completed in 2014 and noted the asphalt replacement costing approximately \$30,000 was the most significant project accomplished in 2014. Replacement of additional water heaters, new sliders, laundry room doors and concrete repairs are the primary items completed during the year. Caley noted an evaluation of the property will occur again this spring and priorities for similar projects will be established with the board. Apps again noted all owners are encouraged to get involved in future board meetings and adding their input towards future projects and priorities.

6. New Business (election)

The group turned in all ballots and a final count was taken. Ti Elzinga and Gary Apps were elected to two year terms as they had the highest vote total. Don DeBat was elected to a one year term with the third most votes. Pat Farmer and Mark McKeon were thanked for their desire to run for the board and encouraged to continue to participate.

7. Adjournment

The meeting was adjourned at 6:14pm. The next meeting will be April 23, 2015 at 4:00pm at the clubhouse.