

LANDEN CSA BOARD MEETING MINUTES  
NOVEMBER 24, 2009 @ 6:30 PM  
WOODFIELD RECREATION

President, Julie Farmer brought the meeting to order at 6:35 p.m. Board members present were Nadine Heithaus, Lynn Hand, William Klum, Bill Coffey, Mike Quinn, Gary Algie, Murry Feldstein, Julie Farmer, Lee Hamilton and Steve Groome. Kevin Downey was absent with notice. Heather Simpson and Jasmin Taylor from Towne Properties represented management.

**Meeting minutes –**

**A motion was made by William Klum to accept the minutes as submitted for the October 27, 2009 meeting seconded by Gary Algie. Carried by all.**

Julie Farmer requested that due to the nature of this meeting having a great deal to do with the 2010 budget preparations, committees only submit urgent issues or items that needed action by the Board. Five minutes per committee requested.

**Building & Grounds – Lynn Hand**

Report was included in the Board packet. No action items were presented.

**Communications Committee – Kevin Downey (absent)**

Resident from the audience reported that meeting times are not on the website calendar. Jasmin reported that there have been technical difficulties. A meeting will be scheduled with Kevin Downey to review the website and problems that Management has been receiving notices regarding.

**Design Review Board – William Klum**

Meeting minutes are in the Board packet. No action items were presented.

**Election Committee – Steve Groome**

Steve Groome notified the Board that action needed to be taken on how they want to allot the large block of votes for the proxy ballots. In particular are the Orchard Apartments, which account for 312 votes and Harbor Ridge where one resident owns 70+ units. The question was brought up; “if the proxy ballot was assigned to the Board to vote, does the Board want to vote to allot these votes to meet quorum requirements only?”

**Gary Algie made a motion that if a proxy ballot was assigned to the Board as a whole from the larger owners such as the Orchards and Harbor Ridge votes will only be used for quorum requirements and will not be voted. Seconded by Bill Coffey.**

The floor was then opened for discussion. After a lengthy discussion it was determined that there are too many factors that have not been investigated to vote on this motion at this time. Steve Groome and Management will investigate additional options and resubmit this before the Board at the January 2010 meeting.

**Bill Coffey motioned to table Gary's prior motion until further research could be done with the variables discussed being investigated and reported back to the Board at the January 2010 meeting. Seconded by Nadine. Carried by all.**

#### **Finance Committee – Will Klum**

No report made as it will be part of the Budget discussion.

#### **Lake Committee**

Mike Quinn stated there was nothing to report. No action items presented before the Board.

#### **Social Committee**

Nadine Heithaus reported there were three Social Committee volunteers that assisted the Building and Grounds for the holiday decoration install. The Christmas Bazaar was successful. Nadine handed out a flyer for the Holiday Lights contest for the Board's review. This will be passed on via email to Management for an eblast to the community. The contest will also be advertised in the Landing Living.

#### **Homeowner Forum:**

No questions from the floor

#### **Old Business:**

1. Fish Kill reimbursement – Julie reported that neither she nor Kevin has had the chance to talk to Mike Schueler. They plan to go to his office to discuss the reimbursement in person. They will report back to the Board in January 2010.
2. Orchard Ponds – Management reported that there was no new information to report. The matter is still with the attorneys.

#### **New Business:**

1. **2010 Budget** – William Klum presented the Landen 2010 Budget. Will Klum handed out a budget summary. The Board had a lengthy discussion regarding the fiduciary responsibility of the Board. Many of the members discussed a 3% increase for 2010. Many did not want to raise the assessment due to the economic downfall. One aspect that was discussed was that the perceptions of the community on the Boards actions would influence homeowner enthusiasm.

An alternate suggestion in order to meet the financial needs was to apply a 5% reduction across the non-contracted budget line items. To offset the doubtful collection of \$12,500 a fee increase of 1.3% was discussed. After much discussion regarding whether to raise assessments and/or reduce projects the following motion was made.

**Motion by Lee Hamilton for a zero (\$0/0%) annual assessment increase for 2010, seconded by Bill Coffey. Called for the vote: In Favor: 6 Opposed: 4. Carried.**

There will be a zero dollar/percent increase for 2010 leaving the annual assessment fee at \$782,715.

**Motion made by Mike Quinn that the reserves be funded so that the balance in the reserves is at a minimum of 5% of the value. Seconded by Will Klum. Called for the vote: In Favor: 10 Opposed: 0. Carried.**

Mike also noted to the Board that the 5% is a minimum recommendation and that a healthy reserve should be at 10% -15 %.

The Board then went line item by line item to balance the budget without an increase. The final changes were updated on a spreadsheet and the Board came to a final spread that will be presented at the Fiscal Meeting on December 8, 2009 for a final vote of approval.

2. Foreclosure – CG008 – Management presented to the Board that this owner filed bankruptcy and the only recourse the Association has is to file a Motion for Relief from Stay to pursue Foreclosure. The Board discussed the matter.

**A motion was made by Gary Algie regarding Landen CSA unit CG008 to file the relief of stay and pursue Foreclosure. Seconded by Bill Coffey. In Favor: 7 Opposed: 3. Motion Carried.**

**With no further business before the Board a motion was made by Bill Coffey to adjourn the meeting at 9:00 p.m., seconded by Gary Algie.**

The Fiscal Meeting will be held on December 8, 2009 at the Strawberry Hill Clubhouse.

**The next Landen CSA Board meeting will be on January 26, 2010. Meeting facility to be announced.**

#### **MOTIONS**

1. **A motion was made by William Klum to accept the minutes as submitted for the October 27, 2009 meeting seconded by Gary Algie. Carried by all.**

2. **Gary Algie made a motion that if a proxy ballot was assigned to the Board as a whole from the larger owners such as the Orchards and Harbor Ridge votes will only be used for quorum requirements and will not be voted. Seconded by Bill Coffey.**
3. **Bill Coffey motioned to table Gary's prior motion until further research could be done with the variables discussed being investigated and reported back to the Board at the January 2010 meeting. Seconded by Nadine. Carried by all.**
4. **Motion by Lee Hamilton for a zero (\$0) annual assessment increase for 2010, seconded by Bill Coffey. Called for the vote: In Favor: 6 Opposed: 4. Carried.**
5. **Motion made by Mike Quinn that the reserves be funded so that the balance in the reserves is at a minimum of 5% of the value. Seconded by Will Klum. Called for the vote: In Favor: 10 Opposed: 0. Carried.**
6. **A motion was made by Gary Algie regarding Landen CSA unit CG008 to file the relief of stay and pursue Foreclosure. Seconded by Bill Coffey. In Favor: 7 Opposed: 3. Motion Carried.**
7. **With no further business before the Board a motion was made by Bill Coffey to adjourn the meeting at 9:00 p.m., seconded by Gary Algie.**

Typed and submitted by Heather Simpson.