

**MONTGOMERY MEADOWS HOMEOWNER ASSOCIATION
ANNUAL MEETING MINUTES
MONDAY, JANUARY 13, 2003**

- 1.) **CALL TO ORDER:** The Annual Meeting was called to order at 7:00 p.m. by Wally Rugh, Board President.
- 2.) **ATTENDANCE:** Board Members: Wally Rugh, Rodg Gerhardt, Thelma Bikulcius, Jack Dodd, Mo Trabout and Debbie Wallace. Amy Darrah was absent. In total there were 29 units represented in person or by proxy.
- 3.) **OFFICER OR COMMITTEE REPORTS:**
 - A.) **Wally Rugh – Board President:** Mr. Gerhardt gave a brief presentation and welcomed everyone to the Annual Meeting. Wally Rugh thanked all homeowners for attending the Annual Meeting.
 - B.) **Thelma Bikulcius – Treasurers Report:** Cash in the operating account as of December 31, 2002 was \$1,412.26. Cash in the reserve account as of December 31, 2002 was \$73,392.71 – of which \$16,046.64 were insurance dollars).
 - C.) **Thelma Bikulcius – Nominating Committee Chairperson:** Nominees are Jay Blount, Kimberly Lund and Maurice Trabout. Three nominees for two open positions on the Board. Board member terms were up for Amy Darrah and Maurice Trabout.
 - D.) **Rodg Gerhardt – Budget Committee Chairperson** gave a brief discussion regarding the fee increase in the monthly fees for 2003 and additional funding for reserves. The additional funding for reserves can be made in one lump sum or the homeowner can make two installments.
- 4.) **Election of Trustees:**
 - A.) **Thank you to Maurice Trabout and Amy Darrah** for three years of service.
 - B.) **Nominees:** Maurice Trabout, Jay Blount and Kimberly Lund. Their were no nominations from the floor. Each nominee was given time for a brief introduction.
 - C.) **Election Results:** Maurice Trabout and Jay Blount were elected to the Board. Thank you to Kimberly Lund for running for the Board and her interest in the community.

5.) Old/New Business:

- A.) 2003 Landscaper – Shayler Creek Landscaping**
- B.) 2003 Snow Removal Company – Shayler Creek Landscaping**
- C.) Service Request Forms: Homeowners were reminded to always use a service request form to report routine service needs.**
- D.) Parking/Lottery: the lottery was held and the following units were awarded parking spots for one year – 302, 203, and 1303. Discussion was held regarding the parking lottery and it was agreed that parking spaces are only for one year. Each year at the annual meeting the lottery is held and these spaces are for one year.**
- E.) Communications: A copy of the monthly Board Meeting Minutes are sent to all homeowners and residents. If a homeowner has an individual concern, question or problem that they would like to address with the Board – they should send written notification to Management Plus and can be placed on the agenda for the monthly meeting.**
- F.) Winter Preparation: Please be sure your home is prepared for winter. Please bring in all water hoses; please be sure your outside spigot is turned off. If your unit does not have water shut off valve we highly recommend that you have one installed at the owner's expense. Please be sure to leave the heat on in your unit when traveling or when the unit is vacant.**
- G.) Insurance: All homeowners are reminded to check with your insurance agent to be sure that you have adequate insurance protection. Homeowners are encouraged to have the recommended coverage's, additional coverage's may also be recommended by your insurance agent: HO6 insurance policy with loss assessment coverage, water & sewer back-up, flood coverage (surface water), earthquake coverage, glass breakage coverage, betterments and improvements, special assessment coverage, liability coverage, personal contents coverage, etc. Homeowners are responsible for the immediate clean up of the unit. Homeowners should immediately notify your homeowner's insurance agency when you have claim. Homeowners should immediately notify the Association when you have a claim. Written notification should be followed up with Management Plus. The homeowner would be responsible for any and all deductibles. The minimum deductible is \$1000.00.**

- H.) **Correspondence:** All mail for Management Plus should be mailed to 285 Northland Boulevard Cincinnati, Ohio 45246, sent by fax to 513-326-2554 or sent by e-mail to Lisa@mprs.net.
 - I.) **Homeowner Fees:** All payments should be mailed to P.O. Box 691440 Cincinnati, Ohio 45269-1440. Please do not send any correspondence to this address as this address is Provident Bank.
 - J.) **Emergency Answering Service – 513-618-8166.**
 - K.) **The major accomplishments of 2002 were reviewed. Lisa Bloomer reviewed the year end report and answered homeowners questions.**
 - L.) **The homeowners were given an updated copy of the reserve study of 2002 – 2005.**
- 6.) **Adjournment:** With no further business to discuss the meeting adjourned at 8:05 p.m.
- 7.) **Organizational Meeting:** Immediately following the annual meeting a brief organizational meeting was held.

Walter Rugh	President
Debbie Wallace	Secretary
Rodg Gerhardt	Vice President
Thelma Bikulcius	Treasurer
Maurice Trabout	Member at Large
Jack Dodd	Member at Large
Jay Blount	Member at Large

Minutes submitted by Lisa Bloomer of Management Plus Realty Service