

## MINUTES

### **Zia Vista Condominium Association Annual Meeting Thursday, October 22, 2009, 6:19 P.M. Zia Vista Condominium Clubhouse**

The 2009 Annual Meeting of the Zia Vista Condominium Association was held on Thursday October 22, 2009, at 6:19 P.M. in the Zia Vista Clubhouse. Present were Valerie Stasik (2009), President; Andrea Gayton, Vice President (2009); Karen Peterson, Treasurer (2009); Brenda Watson (replaced Joshua Wells when he moved to China to teach), Secretary and Parliamentarian, (2009); and Gondeck, Member at Large, (2009).

**Valerie welcomed everyone who had come to the meeting, and took the roll call of members present. Fifty-nine of the units were represented by proxy and 46 units were represented by members present for a total of 107 units. It was determined that a quorum did exist.**

Valerie presented the **Proof of Notice** of the meeting to all members. The notice was mailed on September 21, 2009 by certified mail or hand delivered and signed for by recipients. Four postcards were also sent out, beginning in early July. The deadline for Agenda Items was September 7, 2009.

Valerie explained that the meeting would be run according to Robert's Rules of Order as specified by our Bylaws. She explained how motions were made. Seconding a motion does not imply agreement, it just allows the motion to be on the floor for discussion. Following discussion and possible amendment, the main motion is then voted on.

The following were appointed as tellers: Jennifer Vox and Marian K.A. Alby

Members of the Board were introduced, and those who had helped with the mailing, improving the grounds, walking the grounds and decorating the Christmas tree were thanked.

Valerie stated that members **must remain for the entire meeting** to preserve the quorum and be eligible for the drawings at the end of the meeting. She also addressed the election process for Board members and addressing the issues of the gates being closed 24/7 all the time and voting on the proposed budget for 2010.

The following people audited the Association's books: Richard Boyle and Irwin Kerns.

## MINUTES

**The minutes of the November 13, 2008, Annual Meeting were approved as printed. Brenda Watson moved to approve the minutes as printed. Anna Mae Reorda seconded the motion and all members approved the motion.**

## **PRESIDENT'S REPORT**

Valerie reviewed the major actions of the Board for the year. She also reviewed the major expenses for 2009 as well as the expected expenses for 2010. She explained that we updated the priorities list at each meeting to assure that money was spent on needed safety and maintenance repairs before being spent on cosmetics. Several of the priorities are ongoing, and that we had dipped into the reserve for about \$13,000 to complete payment for the parking lot paving. The priority list as of Oct, 13 was explained and that several of the items on it had been completed, a few were in progress and some were ongoing. Not all of the Board's goals for 2009 were met, including being unable to provide backup for officers and staff and getting committees off the ground. We were within our budget until serious maintenance issues came up, we made sure the Association was only paying for what it was responsible for paying and we got quotes, bids and references on all work done.

## **VICE PRESIDENT'S REPORT**

Andrea explained our capital expenses for 2009, including \$4,000 for elliptical equipment for the fitness center, ongoing projects from the 2009 priorities list and that we already had one started for 2010. The biggest project completed in 2009 was the repair of the parking lot. The needed annual increase in member assessments was explained, in that the funds were used to complete capital projects that benefitted the entire community, not just a few. The pool was repaired, headers were painted, as were metal handrails, fixtures and posts; leaky roofs were fixed on balconies, buildings and patios; windows were being caulked on all the buildings and the landscaping was being kept up so we would have a nice looking property, for owners and tenants, alike.

## **TREASURER'S REPORT**

### **Balances as of October 22, 2009**

First Community Bank Ckg Acct (operating acct)	\$28,703.97
Guadalupe Credit Union	
Savings (.16%)	\$148.53
CD Maturity Date 4/8/10 (4%)	\$44,333.19
Checking (.75%)	\$14,835.85
Charter Bank (4%)	
CD Maturity Date 10/30/09	\$64,405.23
Wells Fargo (2%)	
CD Maturity Date 2/8/10	<u>\$51,175.30</u>
Current Cash available	\$203,602.17

Karen then explained the proposed 2010 budget. The major reasons for the increases are payroll and anticipated capital improvements such as roofs, parapets, trim painting, AC unit replacement and stair tread replacement, to name a few, She explained that fees would continue to go up each year at a modest rate and correspond to increases in costs of maintenance.

## **NEW BUSINESS**

### **Election:**

Nominations were made for Board members, who would serve 3 year terms, per our Bylaws. The following people were nominated;

Andrea Gaynor, Ben Rael, Diane Heffler, Brenda Watson and Gondeck

The nominees made a presentation, talking about themselves and their qualifications for the Board. Members voted and all nominees were elected. Candidates were to meet briefly following the meeting to decide on a meeting time for their organizational meeting (within 3 days). Andrea Gaynor took the minutes for the organizational meeting held immediately following the Annual Meeting. Board Meetings will be held on the second Tuesday of each month at 6:30 P.M.

### **Closing the gates 24/7 issue:**

Andrea made a motion that the gates be closed 24/7 and Beverly Berger seconded the motion.

Discussion ensued, both for and against the motion. An amendment was made by Hilda Constantine to keep the gate open from 9-5 during the week and closed 24/7 on weekends. The motion was seconded by John Becker. It was determined that we had to vote at this meeting rather than table the issue to the 2010 Annual meeting. Valerie called for the question. She explained that a NO vote would change the time for the gates to be open during weekdays: the choices were 9-5 or 8-6 (status quo). Twenty-nine voted for 9-5 and 64 voted for 8-6, thus the amendment failed. The main motion was whether to close the gates 24/7 or have them open from 8-6 on weekdays and closed 24/7 on weekends (status quo). A YES vote = closed 24/7. A NO vote = status quo of 8-6 and closed 24/7 on weekends. The motion to keep the gates closed 24/7 failed by 1 vote, therefore we will keep the status quo.

### **Budget issue:**

Karen explained the 2010 budget, including the increase in fees. There was discussion both for and against the fee increase every year. Valerie said our fees were the lowest compared to all the other condos in town. Brenda Watson moved that the proposed 2010 budget be approved. Elaine Hussmann seconded the motion. After much discussion, Valerie called for the question. The vote was taken and the proposed 2010 budget was passed.

### **Adjournment:**

Andrea made a motion to adjourn, which was seconded by Linda Varela. The meeting adjourned at 8:22 P.M.

### **Prize Drawing: (Outgoing and new Directors are ineligible)**

1 ticket was drawn for attendees and 1 for owners who sent proxies.

Brenda Watson, Secretary