

# Rolling Fields Homeowners' Association (RFHOA) Annual General Meeting

6/5/2019

## Meeting Minutes

### Call to Order

RFHOA President, Doug Wroblewski, called the meeting to order at 6:33.

### Roll Call

RFHOA Secretary, John Brewer, noted that there were 28 properties represented: 27 present, and 1 proxy. 34 properties need to be represented for quorum. There were 38 people in attendance.

(The counts reflected above were updated during the meeting to account for a few late arrivals.)

### Old Business

#### Review Income and Expenses from 2018/2019

RFHOA Treasurer, Larry Page, reviewed expenses and the budget. Income was a little higher than last year with more late fees. Most expense goes to pond maintenance.

Website domain name license renewed for 10 years.

#### Review Budget for 2019/2020

Larry noted that the budget is essentially the same as the past year.

### New Business

#### Annual Meeting Date

A question was raised regarding the Annual Meeting being held on a Wednesday while the Bylaws state that the meeting is to be held on the first Saturday in June. Larry Page acknowledged the discrepancy and recalled that the meeting has been held on Wednesday since almost the inception of the RFHOA. The shift to a weekday back then was based upon an informal poll and not an official vote (due to lack of attendees). The homeowner noted we needed to be sure to have the annual meeting per the bylaws going forward.

#### Annual General Meeting Announcement

Concern was raised regarding number of days advance notice for this meeting. The Bylaws requires ten to twenty days advance notice. This year, the notice was received with less notice than that. Doug Wroblewski apologized on behalf of the Board noting the timing was not intentional. A necessary second printing and the holiday contributed to the delay. This was the first time the mailing was later than required by the Bylaws. The Board assured attendees next year's announcement would be sent in accordance with the timing stated in the Bylaws.

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#### Covenant Violations

There was much discussion regarding steps that have been taken and will be taken regarding Covenant violations. Doug noted that having received an increased number of complaints, the Board has begun taking a stronger stance than in the past on addressing covenant violations which includes a letter being sent noting the violation and the need to address the violation to avoid a fine, a stronger follow-up letter noting immediate action is needed, and then if necessary fines being levied weekly until the situation is addressed.

#### General Property Upkeep

There was much discussion on general property upkeep and what is (and is not) covered in the Covenant. Expectations around placement of garbage cans and trailers is clearly noted in the Covenant. There were some specific property upkeep topics raised that are less clear in the Covenant. The Board will get legal clarification regarding these scenarios and will also review Mt Pleasant Municipal Code.

#### Supplemental Meeting

A supplemental general meeting will be tentatively planned for August 14<sup>th</sup>. A main topic will be to consider a Bylaws change to move the Annual Meeting from the second Saturday in June to the second Wednesday in June. A two-thirds majority of homeowners in favor is needed to make a Bylaws change. Other topics requiring a vote (such as any Covenant changes) will also be considered. Proxy voting will be available, however having as many homeowners as possible present is the desire. Presence at the meetings helps build community and allows for more inclusive and active discussion.

#### Website Upkeep

The Board committed to ensuring the website is updated and kept current. The Board is also interested in having a resident take on the role of Website Manager. The role would be entitled to an HOA Annual Fee waiver.

#### Helping Your Neighbors

A sign-up sheet was made available for individuals willing to volunteer to help neighbors with various homeowner needs (such as property maintenance). As requests for help come up, these individuals will be made aware of the opportunity to help.

#### Architecture Control Committee (ACC)

Two individuals volunteered to be added to the ACC: Jean Abegglen and Michelle Ouzunian.

#### Adjourn Meeting

Doug Wroblewski adjourned the meeting.