

**Dartmouth Willow Terrace Condo Association**

**Annual Meeting**

**December 4, 2014**

\* **Call Meeting to Order**- Bob Maddox

\* **Roll Call & Quorum**- Janet Parrish. 52.7% of Association Present or Proxy. Quorum present.

\* **Proof of Meeting Notice**- Proof of meeting received 10 days prior.

\* **Approval 12/5/13 Minutes (posted)**. Vote taken to approve minutes. Vote taken.  
Unanimously carried.

\* **Committee Reports**

- *Fitness Room*- Connie Jaquith reported on Fitness Room usage. We are having the treadmills serviced based on sign in reports of usage. The fitness room is a true asset to our buildings and is something that realtors always show when showing a condo.

- *Guest Room*- Rhoda Bell- We used the guest room 76 nights last year. Rhoda has asked that if you have a guest there and there is something that we are missing, please let us know.

-*Finance & Budget*- Gayle Dorsey. In 2013 we presented our budget which included funding our reserves. We have lagged increasing our maintenance for quite some time due to housing crisis. Because of this, we waited as long as possible to make annual increases. Because of that, maintenance around the buildings was deferred for quite awhile. In 2014, we had to go ahead and address much of this deferred maintenance, thus the need to increase monthly maintenance 10%. This will allow us to continue to contribute \$66,000 to our reserves in 2015, as well as to keep up with maintenance projects around the buildings. And to be able to address any severe weather, etc.

-Gary Matheis- spoke that we need to work on ways to save money. Lightbulbs in basement, excessive heating, LG&E bulbs & credits, etc. The Board agrees that this is a continued goal and

the Board has been pleased with Chad being so proactive in finding ways to cut costs. Thank you Chad for working tirelessly to save us money!

-Stewart Cobb- would like to see our employees receive raises. This is something that Janet Parrish asked about in the September Board meeting. The Board is working on this (has already decided to give Christmas bonuses, which we have not done in the past) and has appointed a committee to look into improving compensation (vacation time, severance when given 2 weeks' notice of leaving us, health insurance, etc.)

-Corky Sachs- did you give the committee any deadlines for implementing staff raises? Answer: We are hoping to be able to make a recommendation at the January Board meeting.

-Robin Reager- In terms of corporate America, a 10% increase in salary would be astounding. Gayle Dorsey mentioned that we have lagged the cost of living increases since 2006. In the past 10 years we have only increased staff pay twice, and both have been minute amounts. (The salary committee has not yet recommended the percent of increase, and has not recommended a 10% increase).

-Jim Thompkins- Staff room in WT basement lighting is left on. Rhoda said that unfortunately many residents think that lighting is included in their maintenance, and we all need to do a better job of turning off light and conserving energy.

-Stewart Cobb-Coke Machine in basement is not energy efficient

-Connie Jaquith- What is different in heating the past two years? Are cycles happening more often? It wasn't that way prior to last year (so very hot). Missy said it used to be set at 42 degrees for the heat to come on. Now it is set on 46 degree outdoor temperature. This is too hot and too costly. Most residents are very hot. We need to adjust cycles, etc., to address excessive heat and save money (thank you Gary Matheis for working on this). Those residents who are cold should use space heaters.

-Ken Bell- Would like to say that this is the best that the buildings have ever looked and the most positive it has ever been.

### **\* Evans Property Management Reports**

-Building & Grounds- Chad Evans

- Chad can set down thermostat tomorrow. It has been on 46 degrees since they took over 1.5 years ago.

-Switched payroll companies to save money (cut payroll in half)

-Cut cellphone bill down

-Elevator contract up this year and we are in negotiations for next contract. We think we can cut things down in terms of cost.

-They are constantly looking for savings.

- A few repairs that they have done this year include: 32 repairs inside units. Most pretty major repairs (roof leaks, plumbing leaks). A lot of old repairs were down (roof leaks for several years). some major repairs include Fire Change, cleaning, painting garages, radiator traps, lobby floors, hallway lighting. We had a lot of owner participation. Thanks to Gary Matheis, Ken Bell.

-LG&E is a huge expense. Chad has crunched some numbers. If you break it down per unit, the largest unit in the building LG&E monthly would be \$270. This is lower than he pays per month for his house (\$290). When you break it down by unit it is not as out of whack as you think. And now we got a notice that LG&E will be increasing 7% this year.

-If you look at all fixed costs (including employees), including the reserve, that was 72% of the budget. Before we made a single repair, cleaned anything, cut any grass, paid for any snow removal, 72% of your budget was already used.

-Major projects upcoming (not this year, but in the future): Windows needed to be painted, WT garage roof, D rooftop tuck pointing, WT roof getting very old, Water Tables. These are going to be very costly repairs and we need to prepare financially.

-The Board thanks Evans Property Management for their work. We are quite pleased.

-Missy Bland- would like for the Standards Committee to look at using a lesser watt bulb in the new light fixtures. Janet Parrish mentioned that we need to be careful of the bulbs used, as last time the improper bulbs were used and caused for the fixtures to need to be replaced. No bulbs in hallway fixtures are to be switched by residents.

-Bob introduced new owners. And acknowledged the passing of Mr. Gittleman.

-Staff Operations- Donna Bodi

-We have had 7 changes of staff this year.

- Staffing is evolving, and we are trying to improve on what we have and requirements. Personnel committee is working on this (Rhoda Bell, Ann Cobb, Donna Bodi).

- Chad mentioned that his is trying to make sure every resident interaction with an employee is positive. To ask what we need, to greet residents. We have definitely seen a positive change due to this.

-Rhoda Bell mentioned that if you know of anyone, perhaps a retiree, who would be looking for a part time job, to let Donna know. We are constantly looking for good help.

### **-Officer Reports**

-Vice President- Anita Henkel. Anita would like to thank Bob Maddox for his service as President and on the Board. His dedication and the time that he has put in to these two buildings, and the care, love and respect for our employees, and dealing with changes in Management, have been a lot of work. Thank you, Bob, for your work. The rest of the Board agreed and thanked Bob for his work.

-She also thinks that Evans Management has made a huge difference. Thank you.

-President- Bob Maddox. Bob said that it has been fun, and that he has really enjoyed serving on the Board. The Board this year has worked together with Evans Management and we have gotten a lot done this year. He thinks that the buildings are in the best shape that they have been in. We have gotten caught up on a lot of the deferred maintenance. It has been a pleasure, and difficult at times. He is confident that the good work will continue.

-Rhoda Bell- would like to thank Gayle Dorsey for her work as Treasurer.

-Connie Jaquith- would like to thank the Board and Evans Management. She has lived here since 1986 and she has never seen as much work done as was done this year.

-Janet Parrish- would like to thank Keith Eiken for serving on the Board.

-We would all also like that thank Tommy, for all of the work he is doing! We so appreciate all of his work.

### **- Old Business**

- Marianne Olgesby- would like to move to make entire Association smoke free. She would like entire association (including inside individual condos) smoke free. Bill Seiller said that this was a Board decision, per our by-laws. Per Mariann's requests for a smoke free building, the Board

has taken written surveys of the residents and discussed this issue at length. The 2014 poll results showed that the majority of residents preferred no smoking in Common Areas, but to allow smoking inside individual units. The Decision that was made earlier this year, based on poll results and Board opinion, to have NO smoking in any common areas, but to still allow smoking inside individual units. The Board moved to accept that as the new policy at a Board meeting earlier this year and the vote was unanimously carried. Residents were then notified of the new rules on not smoking in any common areas. This matter has been decided and settled.

**-New Business**

-No new business before the Board

Bill Seiller makes a motion to adjourn meeting. Rhoda Bell seconds. Dismissed. 8:50p.m.

Minutes Submitted by Janet Parrish on 12/5/14