

ROSEWOOD LANE HOMEOWNERS ASSOCIATION
Minutes of General Membership Meeting of April 20th, 2021

Call to Order/ Attendance / Quorum:

- The Annual/General Membership meeting of Rosewood Lane Homeowners Association was first convened via video/tele conference on April 20th, 2021 at 6:31 PM but lacked a quorum of members in attendance. Pursuant to governing documents authorizing a second convening with a lower quorum requirement, which was noted in the meeting notice, the Annual/General meeting was reconvened on April 20th, 2021 at 6:33 PM. Roll call of members established a quorum with 14 units present.

Meeting Agenda:

- The meeting notice was deemed sufficient on a motion by Derek Raynor, a second by Jan Hagen and a unanimous vote by attendees. The Agenda was approved on a motion by Don Leonard, a second by Susan Jansen and approved by a unanimous vote.

Minutes of March 5th, 2019 Meeting:

- Jan Hagen motioned to approve the minutes from the Annual/General Membership meeting of March 5th, 2019, a second by Susan Jansen and approved by unanimous vote.

Manager's Report:

- During 2020 the board adjusted meetings to remain safe during Covid 19 and continued to meet via teleconference.
- The association board and Alliance worked with the vendors to manage expenses.
- Alliance reviewed the use of the resident portal to make online payments, maintenance requests, and submit ACC requests.
- Jan Hagen motioned to approve the manager's report with a second from Don Leonard and approved by a unanimous vote.

Financial Report:

- Alliance presented and reviewed the 2021 budget, the monthly assessment breakdown, and the reserve funds which are just under 90% funded.
- Valerie Parr motioned to approve the financial report and ratify the 2021 budget and 2021 assessment increase. Derek Raynor seconded the motion and approved by a unanimous vote.

Owner Forum:

- Valerie Parr requested that the residents be notified in the spring which day the landscape contractor will be mowing before they start.
- Kylie E. Castaneda stated that she has had problems with the vendor not mowing her backyard when she leaves her gate open. Alliance requested the resident send a picture to Alliance through their owner portal under a maintenance request when this occurs.
- Merrill Layton asked if the owner is responsible to clean out the rain gutters from leaves, Alliance stated that yes, the owners are responsible for the maintenance of their individual units.
- Leslie Reid asked if she could leave a note on her gate for the landscapers to mow because she leaves early in the morning. Alliance will get back to her on this.
- Rachael Ellis asked who is responsible to maintain and repair the fences in the backyards. Alliance will get back to the residents on this.
- Alliance confirmed that the lawn mowing date will be on Tuesday's this year.

Election of Board Members:

- The Board has five members serving staggered three-year terms. There are 3 board positions for nomination this year.
- Leslie Reid nominated herself, Derek Raynor nominated Don Leonard who accepted the nomination, Valerie Parr nominated Susan Jansen who accepted the nomination, and Jan Hagen nominated Bob Richardson who accepted the nomination.
- Don Leonard, Susan Jansen and Robert Richardson were voted in for the open board positions.

Adjourn:

- Sally Dalton made a motion, seconded by Robert Richardson and approved by a unanimous vote of owners in attendance to adjourn the meeting. The meeting was adjourned at 7:18 p.m.

NOTE: These minutes were taken at the most recent general membership meeting and have not yet been formally adopted by the membership.