

MINUTES

MARINERS VILLAGE CONDOMINIUM OWNERS' ASSOCIATION, INC.

2004 Annual Meeting

May 29, 2004 at 10:00 AM

Moneta Public Library, Moneta, Virginia

A roll call was taken to determine that a quorum (24 of 72 units) was present to ensure a valid meeting.

The following units were represented in person by their owners: 2, 5, 17, 19, 25, 30, 32, 48, 50, 53, 56, 64, and 66.

Twelve (12) proxies were submitted and admitted (see Attachments).

Principals of M&J Developers, LLC, were not present or represented by proxies.

After the presence of a quorum was established, the meeting was opened at 10:30 AM by the president, Janet Bennett.

The minutes of the 2003 annual meeting were read by the secretary, Bob Rice, and were approved.

Items of Business:

1. Barbecue Grills

- a. Discussion:** As indicated in the documents accompanying the annual meeting notice that was distributed to all unit owners, the Virginia Statewide Fire Prevention Code has been changed regarding open-flame and LP-gas cooking devices and fuel containers in and close to condominiums. We have no option but to comply with the law. Further, our casualty insurance master policy carrier, Erie Insurance Company, demands 100% compliance with the state fire code and places the further restriction of not permitting any liquefied-petroleum-gas-fueled cooking devices of any type or size to be present within the buildings or within 10 feet of them (see Attachments).
- b. Action:**
 - i.** The new board of directors was requested to promptly send letters to all unit owners and the rental manager requesting compliance with the above requirements. Upon affirmative vote of members present, the letter is to request that grilling on porches and decks cease immediately and that all charcoal and gas grills and their fuel be removed from the premises within 30 days.
 - ii.** The new board is to follow-up with getting the association bylaws and house rules changed to conform.
 - iii.** The new board is to investigate other casualty insurance carriers who may have less stringent rules and, hopefully, lower premiums.

2. New Agent for the Association

- a. **Discussion:** A unit owner (#14), Larry Sedell, provided the secretary with a detailed proposal of services he could provide if hired to be the resident managing agent for the association. This proposal was circulated to those present for review, and discussion ensued.
- b. **Action:** Larry Sedell's proposal was accepted in concept by an affirmative vote. The incoming board is charged with developing and signing a contract/agreement with Mr. Sedell that outlines his specific duties and performance expectations.

3. Beautification

- a. **Discussion:** There was much discussion regarding a range of topics that might be categorized broadly as "beautification": signage at both entrances to Mariners Way, landscaping around the buildings and on the bank adjacent to the parking lot, grass reseeding, trees that were planted between the lake and Buildings 5 & 6, weeding of mulched bed, etc.
- b. **Action:** Beautification was added as a budget item. (See 4.b. below.)

4. Budget

- a. **Discussion:** A proposed balanced budget for fiscal year 2004-5 was presented with projected total expenses of \$74,280.00 to be funded by \$3000.00 in propane income to offset this cost and \$82.50 per unit per month in dues, which is unchanged from the current year.
- b. **Action:** The proposed annual budget was adopted by affirmative vote with the following amendment: Since management fees for the coming year will be one-half of the amount budgeted (\$5.00/unit/month instead of \$10.00/unit/month), the difference should be applied to beautification projects.

5. Legal Representation

- a. **Discussion:** Various documents (such as bylaws, house rules, etc.) and procedures are either outdated or no longer in compliance with governing laws and regulations. Now that the association is taking more responsibility for its own management, it is recognized that we need legal advice and representation on how to correct these deficiencies and also gain assistance when legal action must be pursued against, vendors, unit owners for nonpayment of dues and assessments or for violation of bylaws and house rules, etc. It was noted that legal representation had been approved at a prior annual meeting and was the justification for a prior dues increase; however, it was never instituted.
- b. **Action:** By an affirmative vote, the incoming board of directors was charged with investigating attorney options and securing legal representation.

6. New Treasurer

- a. **Discussion:** Tom Wiley has sold his unit and resigned from the Board of Directors and as treasurer. Skip Lowman volunteered to be member of the board and assume the position of association treasurer.
- b. **Informational; no action required:** The remaining current directors appointed Skip Lowman to fill Tom's vacated positions.

7. Election of New Board of Directors

- a. Discussion:** The following unit owners volunteered to serve on the Board for 2004-2005 fiscal year – Hugh Shaffer, Skip Lowman, Linda Honaker, Mary Jane Mullins, Auburn Perkins, and Mike Kirkbride
- b. Action:** All of the above listed persons were elected to the Board of Directors by unanimous vote.

The members present expressed thanks the outgoing members of the board of directors for their dedicated service to the association.

Upon a motion by Auburn Perkins, a vote was taken to adjourn and the meeting was adjourned.

Respectfully submitted,

Bob Rice, Secretary