

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
JANUARY 19, 2016
1:30 p.m.**

Board Members present: Len Pavuk – President, John Orr, - Treasurer, Don Kraemer – Secretary, John Phillips & Sharon McDevitt – Directors at Large. Denise Brown of Case Bowen was also present.

There was one Unit owner present.

COMMUNITY INPUT: None

John Phillips of 6255 Abby Gate Ct. was appointed by the Board to fill the vacant Board position until the April Meeting of Unit Owners.

The Secretary presented the Minutes of the 12/15/15 Board Meeting for approval. There were corrections made to the Minutes. Sharon McDevitt made a motion to approve the Minutes, as corrected, that was seconded by John Phillips. The motion passed 4-1.

The Treasurer reported a Checking Account Balance as of 12/31/15 of \$17,998.48 and the Money Market Account Balance of \$41,827.25. The CD Balance, with interest included, was \$100,204.36. The Total Assets are \$160,030.09 with Equity of the same amount.

There were 12 Unit owners past due on water bills. Case Bowen will handle contact with the Unit owners.

The Monthly Condo Fee breakdown for 2016 is \$44.00 per Unit to the Reserve Account and \$156.00 for the Operating Account. A total of \$2816.00 monthly (64x\$44.00) will be transferred to the Reserve Account.

Don Kraemer made a motion to approve the Treasurer's Report that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

The 4 Amendments to our Declarations are residing in the Records Office but have not been entered into the records at this time.

The repairs to the patio fence at 5321 Bridwell Lane are still not complete. Case Bowen calls to Rockford have not been returned. Case Bowen will continue to follow up.

The grass area along Hamilton Road was replanted once by Rockford. They stated that the area needs to be watered in order to grow properly. Since no watering was done, they have stated they will not replant the area.

The new "Tow Away" signs have been ordered by Case Bowen for all the communities they handle. When received, they will be displayed.

The tabled issue of the treatment of our trees by Ahlum & Arbor was again placed before the Board. Case Bowen will obtain a second proposal for consideration from a competing company. John Phillips made a motion to table the issue until the second proposal is received. The motion was seconded by Sharon McDevitt. The motion passed 5-0.

NEW BUSINESS

The Board received an invoice from Kaman & Cusimano for services for 2016. Don Kraemer made a motion to pay the invoice. Sharon McDevitt seconded the motion. The motion passed 5-0.

The date for the Annual Meeting of Unit Owners was set for April 27, 2016 at 7:00 p.m. in the clubhouse. Don Kraemer made a motion to approve the date that was seconded by Sharon McDevitt. The motion passed 5-0.

John Orr made a motion to adjourn to Executive Session that was seconded by Sharon McDevitt. The motion passed 5-0.

Submitted by Don Kraemer, Secretary

Don Kraemer 2/16/16

CHECKBOOK

Date: 01/01/16 thru 01/31/16

Bank account #: 01 USB Ckg #9

Cleared items have "*" next to them

Item	Date	Reference	Amount	Balance
		Beginning Balance		17,998.48
Deposit *	01/04/16	Lockbox cash receipts		18,798.48
Deposit *	01/04/16	Lockbox cash receipts	800.00	19,398.48
CK# 1758 *	01/04/16	THE CASE BOWEN COMPANY	600.00	19,398.48
Deposit *	01/05/16	Direct debit	1,200.00CR	18,198.48
Deposit *	01/05/16	Lockbox cash receipts	4,600.00	22,798.48
Deposit *	01/06/16	Lockbox cash receipts	600.00	23,398.48
Deposit *	01/08/16	Lockbox cash receipts	200.00	23,598.48
Deposit *	01/08/16	Lockbox cash receipts	400.00	23,998.48
Deposit *	01/10/16	Owner cash receipts - 265	200.00	24,198.48
Deposit *	01/10/16	Lockbox cash receipts	200.00	24,398.48
Deposit *	01/11/16	Lockbox cash receipts	200.00	24,398.48
CK# 1759 *	01/11/16	ROCHE CONSTRUCTION CO INC	2,600.00	26,998.48
CK# 1760 *	01/11/16	GLENABBY CONDO ASSOC	375.00CR	26,623.48
Deposit *	01/12/16	Lockbox cash receipts	2,816.00CR	23,807.48
CK# 1761 *	01/12/16	RUMPKE WASTE INC	200.00	24,007.48
Deposit *	01/13/16	Lockbox cash receipts	720.54CR	23,286.94
Deposit *	01/14/16	Lockbox cash receipts	985.00	24,271.94
Adjustmnt *	01/14/16	Lockbox cash receipts	200.00	24,471.94
Deposit *	01/15/16	12/15OwnrPaymtsToGuardian	4,034.76	28,506.70
Deposit *	01/15/16	Lockbox cash receipts	200.00	28,706.70
CK# 1762 *	01/18/16	STATE FARM INSURANCE INC	4,566.00CR	24,140.70
CK# 1763 *	01/18/16	COLUMBUS CITY TREASURER	3,227.02CR	20,913.68
Deposit *	01/19/16	Lockbox cash receipts	200.00	21,113.68
Deposit *	01/20/16	Lockbox cash receipts	200.00	21,313.68
CK# 1764 *	01/20/16	LEN PAVUK	20.95CR	21,292.73
CK# 1765 *	01/21/16	THE CASE BOWEN COMPANY	135.16CR	21,157.57
CK# 1766 *	01/21/16	AMERICAN ELECTRIC POWER	38.13CR	21,119.44
CK# 1767 *	01/21/16	COLUMBIA GAS OF OHIO INC	70.05CR	21,049.39
Deposit *	01/22/16	Lockbox cash receipts	200.00	21,249.39
CK# 1768 *	01/22/16	KAMAN & CUSIMANO, LLC	600.00CR	20,649.39
Deposit *	01/25/16	Lockbox cash receipts	600.00	21,249.39
Deposit *	01/25/16	Lockbox cash receipts	215.00	21,464.39
CK# 1769 *	01/25/16	STATE FARM SPECIALTY PROD	209.25CR	21,255.14
CK# 1770 *	01/25/16	AMERICAN ELECTRIC POWER	303.54CR	20,951.60
Deposit *	01/26/16	Lockbox cash receipts	200.00	21,151.60
Deposit *	01/26/16	Lockbox cash receipts	400.00	21,551.60
Deposit *	01/27/16	Lockbox cash receipts	200.00	21,751.60
Deposit *	01/28/16	Lockbox cash receipts	200.00	21,951.60
Deposit *	01/29/16	Lockbox cash receipts	600.00	22,551.60
Deposit *	01/29/16	Lockbox cash receipts	200.00	22,751.60

CHECKBOOK

Date: 01/01/16 thru 01/31/16
Bank account #: 01 USB Ckg #9
Cleared items have "*" next to them

Item	Date	Reference	Amount	Balance
------	------	-----------	--------	---------

Current checkbook balance: 22,751.60
Current G/L balance: 22,751.60

Property of glenabby.org

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
FEBRUARY 16, 2016
1:30 p.m.**

Board Members present: Len Pavuk – President, John Orr – Treasurer, Don Kraemer – Secretary, John Phillips & Sharon McDevitt – Directors at Large. Denise Brown of Case Bowen was also present.

There were two Unit Owners present.

COMMUNITY INPUT: None

The Secretary presented the Minutes of the 1/19/16 Board Meeting for approval. There were changes made to the Minutes. John Orr made a motion to approve the Minutes, as corrected that was seconded by Sharon McDevitt. The motion passed 5-0

The Treasurer reported a Checking Account Balance as of 1/31/16 of \$22,751.60 and a Money Market Account Balance of \$44,677.25. The CD Balance, with interest included, was \$100,204.36 The Total Assets are \$167,633.21 with Equity of the same amount.

All Condo Fees are current. There are 3 Unit Owners past due on water bills.

John Phillips made a motion to approve the Treasurers Report that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

Copies of the 4 Amendments to our Declarations will be mailed to all Unit Owners by Case Bowen.

The revised Handbook Rules have been posted to the Website, Forwarded by E-Mail to the Unit Owners and hand delivered to those who do not have a printer and those without a computer.

The Board discussed the Unit Owners Meeting Agenda and the role of each Board members participation.

All candidates for the 3 open Board positions will have an opportunity to present their reasons for seeking election to the Board at a Candidate Night meeting. The date will be determined and included in the Unit Owners package that will be sent to all Unit owners on 3/4/16. Candidates not attending the Candidates Night will only be acknowledged by name at the Annual Meeting.

NEW BUSINESS

Any meaningful updates of the Casto Project will be posted on the Website.

Sharon McDevitt made a motion to adjourn to Executive Session that was seconded by Don Kraemer. The motion passed. 5-0.

Submitted by: Don Kraemer, Secretary

Don Kraemer 3/15/16

GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
MARCH 15, 2016
1:30 p.m.

Board Members present: Len Pavuk – President, John Orr – Treasurer, Don Kraemer – Secretary and Sharon McDevitt – Director at Large. John Phillips – Director at Large was on vacation. Denise Brown of Case Bowen was also present.

There were no Unit Owners present.

COMMUNITY INPUT: None.

The Secretary presented the Minutes of the 2/16/16 Board Meeting for approval. There were changes made to the Minutes. Len Pavuk made a motion to approve the Minutes, as corrected, that was seconded by Sharon McDevitt. The motion passed 4-0.

The Treasurer reported a Checking Account Balance, as of 2/29/16, of \$29,774.27 and a Money Market Account Balance of \$47,531.74. The CD balance, with interest accumulated to date, was \$100,377.38.

All Condo fees are current. Case Bowen is working with Guardian Water in trying to obtain a monthly report more current than the one we currently receive. Don Kraemer made a motion to approve the Treasurer's report that was seconded by Sharon McDevitt. The motion passed 4-0.

OLD BUSINESS

In order to reduce the mailing cost of the four Amendments to our Declarations, Case Bowen will provide a copy to each Unit Owner in attendance at the unit Owners Annual Meeting on 4/27/16. Copies will be mailed to those Unit Owners not in attendance.

The agenda for the Unit Owner Meeting has now been completed, including what information will be given to those attending the meeting.

A letter detailing Candidate Night will be sent to all Unit Owners.

NEW BUSINESS

The Social Committee requested approval of \$75.00 for the Spaghetti Night Dinner. Don Kraemer made a motion to approve the request that was seconded by Sharon McDevitt. The motion passed 4-0.

Case Bowen to obtain a second bid for restoring the area dug up for the installation of underground pipe last year.

The following 5 Quads will be painted in 2016:

#1

6245 Glenabby Dr.
6249 Glenabby Dr.
5295 Abby Gate Ave.
5299 Abby Gate Ave.

#2

6250 Glenabby Dr.
6254 Glenabby Dr.
5323 Abby Gate Ave.
5327 Abby Gate Ave.

#11

5222 Bridwell Lane
5226 Bridwell Lane
6287 Abby Gate Ct.
6291 Abby Gate Ct.

#15

5268 Abby Gate Ave.
5272 Abby Gate Ave.
5257 Bridwell Lane
5261 Bridwell Lane

#16

5288 Abby Gate Ave.
5292 Abby Gate Ave.
5284 Abby Gate Ave.
5280 Abby Gate Ave.

Sharon McDevitt made a motion to adjourn to Executive Session that was seconded by John Orr. The motion passed 4-0.

Submitted by: Don Kraemer, Secretary

Donald J. Kraemer 4/13/16

CHECKBOOK

Date: 02/01/16 thru 02/29/16

Bank account #: 01 USB Ckg #9

Cleared items have "*" next to them

Item	Date	Reference	Amount	Balance
		Beginning Balance		22,751.60
Deposit *	02/01/16	Lockbox cash receipts	185.00	22,936.60
Deposit *	02/01/16	Lockbox cash receipts	1,000.00	23,936.60
CK# 1771 *	02/01/16	THE CASE BOWEN COMPANY	1,200.00CR	22,736.60
Deposit *	02/01/16	Owner cash receipts - 266	60.00	22,796.60
CK# 1772 *	02/02/16	GUARDIAN WATER&POWER INC	100.00CR	22,696.60
Deposit *	02/03/16	Lockbox cash receipts	200.00	22,896.60
Deposit *	02/03/16	Lockbox cash receipts	400.00	23,296.60
Deposit *	02/04/16	Lockbox cash receipts	200.00	23,496.60
Deposit *	02/05/16	Direct debit	4,600.00	28,096.60
Deposit *	02/05/16	Lockbox cash receipts	400.00	28,496.60
Deposit *	02/08/16	Lockbox cash receipts	400.00	28,896.60
Deposit *	02/08/16	Lockbox cash receipts	400.00	29,296.60
CK# 1773 *	02/08/16	RUMPKE WASTE INC	720.54CR	28,576.06
Deposit *	02/08/16	Owner cash receipts - 267	200.00	28,776.06
CK# 1774 *	02/09/16	BENCHMARK ROOFING	175.00CR	28,601.06
CK# 1775 *	02/09/16	GLENABBY CONDO ASSOC	2,816.00CR	25,785.06
Deposit *	02/10/16	Lockbox cash receipts	200.00	25,985.06
Deposit *	02/11/16	Lockbox cash receipts	200.00	26,185.06
Deposit *	02/11/16	Lockbox cash receipts	200.00	26,385.06
Deposit *	02/12/16	Lockbox cash receipts	200.00	26,585.06
Deposit *	02/16/16	Lockbox cash receipts	600.00	27,185.06
Deposit *	02/17/16	Lockbox cash receipts	200.00	27,385.06
CK# 1776	02/18/16	DON KRAEMER	36.12CR	27,348.94
CK# 1777 *	02/18/16	LEN PAVUK	128.45CR	27,220.49
CK# 1778 *	02/18/16	AMERICAN ELECTRIC POWER	49.68CR	27,170.81
CK# 1779 *	02/18/16	COLUMBUS CITY TREASURER	2,996.99CR	24,173.82
CK# 1780 *	02/18/16	COLUMBIA GAS OF OHIO INC	88.03CR	24,085.79
Adjustmnt *	02/18/16	02/16 Paymt Fr Guardian	2,724.11	26,809.90
Deposit *	02/19/16	Lockbox cash receipts	200.00	27,009.90
Deposit *	02/19/16	Lockbox cash receipts	415.00	27,424.90
CK# 1781 *	02/19/16	THE CASE BOWEN COMPANY	57.09CR	27,367.81
Deposit *	02/22/16	Lockbox cash receipts	200.00	27,567.81
Deposit *	02/24/16	Lockbox cash receipts	200.00	27,767.81
CK# 1782 *	02/24/16	ROCHE CONSTRUCTION CO INC	115.00CR	27,652.81
Deposit *	02/25/16	Lockbox cash receipts	200.00	27,852.81
Deposit *	02/26/16	Lockbox cash receipts	200.00	28,052.81
Deposit	02/26/16	Lockbox cash receipts	215.00	28,267.81
CK# 1783 *	02/26/16	AMERICAN ELECTRIC POWER	303.54CR	27,964.27
Deposit *	02/29/16	Lockbox cash receipts	600.00	28,564.27

CHECKBOOK

Date: 02/01/16 thru 02/29/16
Bank account #: 01 USB Ckg #9
Cleared items have "*" next to them

Item	Date	Reference	Amount	Balance	
Deposit	*	02/29/16	Lockbox cash receipts	1,210.00	29,774.27

Current checkbook balance: 29,774.27
Current G/L balance: 29,774.27

Property of glenabby.org

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
APRIL 19, 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, Don Kraemer – Secretary and Sharon McDevitt and John Phillips – Directors at Large. Denise Brown of Case Bowen was also present

There was one Unit Owner present.

COMMUNITY INPUT: Barbara Epp of the Landscaping Committee presented their proposal for planting of Annuals at the Entrance to the Community and the Clubhouse. There is also a plan to remove some plantings at the Clubhouse and replace with other types of plants. A representative from Hoover Gardens has agreed to look at our Clubhouse setting, at no expense to us, and recommend new plants and where to place them. The Board needs to discuss the two requests and will provide their answer in a timely manner so not to delay the overall planting schedule.

The Secretary presented the Minutes of the 3/15/16 Board Meeting for approval. There were no changes or additions made to the Minutes. Sharon McDevitt made a motion to approve the Minutes that was seconded by John Orr. The Motion passed 5-0.

The Treasurer reported a Checking Account Balance as of 3/31/16 of \$37,016.39 and a Money Market Account Balance of \$50,388.88. The CD Balance, with Interest included, was \$100,466.89. Total assets are 187,872.16 with equity of the same amount.

There are no past dues on the Condo Fees and also on Water Bills.

A discussion took place questioning entries on the P&L Statement that need further clarification. Denise Brown will obtain the answers.

John Phillips Made a motion to approve the Treasurers Report that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

The Annual Unit Owners Meeting presentations by Board Members was finalized.

The Candidate Night Program was reviewed and the format finalized.

NEW BUSINESS

The renewal of the Directors and Officers (D&O) Insurance was approved by E-Mail on 3/24/16. There was no increase in the premium of \$837.00.

A discussion took place about the need to restrict the ability to control the thermostat in the Clubhouse. Someone at a Unit Owner function turned the system off and did not reset it after the event. This is the second time and the first one cost the Community approximately \$5000.00 to repair the damages. The Board will investigate what options we have prior to the next heating season.

The matter of volunteers in the Community was discussed. The basic rules provided by Legal Counsel are that no feet should leave the ground and no power tools to be utilized.

Don Kraemer made a motion to adjourn to Executive Session that was seconded by John Orr. The motion passed 5-0.

Submitted by: Don Kraemer, Secretary

 4/19/16

GLENABBY CONDOMINIUM ASSOCIATION

ANNUAL MEMBERS' MEETING

APRIL 27, 2016, 7:00 P.M.

Due notice having been given to all members of the time and place for the Annual Meeting to be held on April 27, 2016 for the purpose of electing three members to the Board of Directors, each of whom will serve a two year term, to review the status and financial condition of the Association and to take up other business that may be appropriate, the meeting was called to order by President Len Pavuk. In attendance were Denise Brown and Jim Case of Case Bowen together with all present Directors.

Four nominees for the three Board positions open due to terms of Len Pavuk, Don Kraemer and John Phillips expiring were also present. They are: Len Pavuk, Don Kraemer, John Phillips and Pam Haskett. There were no nominations from the floor.

The vote counting was conducted by Denise Brown and Jim Case with Bob Mains and Sharon McDevitt representing the Unit Owners.

Len Pavuk formally introduced Denise Brown and Jim Case of Case Bowen. Len also acknowledged 3 new Unit Owners. They are Mark and Juanita Ragor, Dave and Margaret Allen and Stuart and Sharon Herlan.

The Social Committee Chairperson, Shaaron Fisher and the Planting Committee Chairperson, Barbara Epp were saluted for their Committee's exceptional work.

Special mention was given to the two Unit Owners, Tara Lamson and Linda Pace, for bringing out the "cultural" part of our community. The unit Owner displays were well received and the flute music provided by Linda and her companions was great entertainment.

Don Kraemer reported that the Minutes of the 4/29/15 Annual Meeting were approved at the Monthly Board Meeting held on 5/15/15. They are posted on the website.

Don Kraemer also provided the information on the painting program for Quads in 2016. Buildings #1 - #2 - #11 - #15 and #16 will be painted. The remaining buildings will be painted over the next two years.

John Orr provided insight into the financial picture for the year ending December 2015. He reviewed the extraordinary events that led to the loss for the year. The review of our assets for 2016 was also commented on.

John Phillips presented a brief review of the Casto project concerning approximate starting dates and length of time to complete the project.

Sharon McDevitt reported that 8 Unit owners used the Clubhouse this year for various functions. She also reviewed the necessary change to the Casual use of the Clubhouse. It will now be necessary to execute a Document for Casual Use due to an unfortunate event occurring when a Unit owner (unknown) did not clean up after the event held.

The Election Committee of 4 provided Len Pavuk with the results of the election. Len Pavuk, Don Kraemer and John Phillips were re-elected as Board Members.

Len Pavuk answered questions from the floor while awaiting the election results. Questions were about the asphalt work, various low spots where puddling occurs, water meter readings, replacement of bushes, the Casto project, address signs and if there will be a garage sale this year.

Attendance at the Annual Meeting continues to be appreciated. There were 33 Unit Owners present and a total of 49 Unit Owners voted.

Shaaron Fisher motioned that the meeting should adjourn. Len Pavuk seconded the motion. The motion passed.

Submitted by: Don Kraemer, Secretary

Don Kraemer 4/27/16

Property of glenabby.org

**GLENABBY CONDOMINIUM
ORGANIZATIONAL MEETING MINUTES
OF THE NEW BOARD ELECTED April 27, 2016
May 2, 2016**

John Orr made a motion to call the meeting to order that was seconded by John Phillips. The vote was 5-0.

The purpose of the meeting is to select the Officers for the new Board. Len Pavuk made a motion for a Chairperson for the meeting. Don Kraemer made a motion for Len Pavuk to be Chairperson that was seconded by Sharon Mc Devitt. The vote was 5-0.

Continuing Board Members John Orr and Sharon McDevitt and the three newly elected Board Members, Len Pavuk, Don Kraemer and John Phillips were present. The new members will serve a two year term, expiring in April of 2018.

The Board discussed Evening sessions for the Board to meet. It was decided to meet on the Third Tuesday of the month at 1:30 p.m. with the exception for the month of July, which will be held at 6:30 p.m. John Orr made the motion to hold the July meeting at 6:30 p.m. that was seconded by John Phillips. The vote was 4-1.

Don Kraemer made a motion to elect Len Pavuk as President that was seconded by John Orr. The vote was 5-0.

John Phillips made a motion to have himself elected Secretary that was seconded by John Orr. No vote was taken.

John Phillips made a motion to have John Orr elected Treasurer that was seconded by Len Pavuk. No vote was taken.

Len Pavuk then stated that Don Kraemer and Sharon McDevitt would be Directors at Large. No vote was taken.

John Orr made a motion to adjourn the Organization Meeting that was seconded by Sharon McDevitt. The vote was 5-0.

Submitted by: Don Kraemer, Secretary



**GLENABBY CONDOMINIUM
ORGANIZATIONAL MEETING MINUTES
OF THE NEW BOARD ELECTED April 27, 2016
FOLLOW UP MEETING**

May 17, 2016

The purpose of this meeting was to correct a procedural problem that occurred at the 02 May 2016 New Board Election Meeting.

At that time, the Board did not complete the voting of the nominees. The results of the vote taken on 17 May 2016 were:

Secretary – John Phillips – 4-1

Treasurer – John Orr – 4-1

John Orr made a motion that Sharon McDevitt be a Director at Large. John Phillips seconded the motion. The vote was 5-0.

Sharon McDevitt made a motion that Don Kraemer be a Director at Large. John Orr seconded the motion. The vote was 4-1.

John Phillips made a motion to adjourn the meeting. John Orr seconded the motion. The vote was 5-0.

Submitted by: John Phillips, Secretary

 21 June 16

Property of glenabby.org

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
17 May 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, John Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There were 2 Unit Owners present.

COMMUNITY INPUT:
None

The Secretary presented the Minutes of the 19 April 2016 Board Meeting for approval. There were no changes or additions made to the Minutes. John Orr made a motion to approve the Minutes that was seconded by Sharon McDevitt. The Motion passed 5-0.

The Treasurer reported a Checking Account Balance as of 30 April 2016 of \$36,973.02 and a Money Market Account Balance of \$53,245.22. The CD Balance, with Interest included, was \$100,553.59. Total assets are \$190,771.83 with equity of the same amount.

There are 0 past dues on the Condo Fees and also on Water Bills.

Don Kraemer made a motion to approve the Treasurers Report that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

A discussion took place questioning entries on the P&L Statement that need further clarification.

Action: Denise Brown will obtain the answers.

Outcome: Denise will have the statement changed to add "From Cable Income" line item

A discussion took place about the need to restrict the ability to control the thermostat in the Clubhouse. Someone at a Unit Owner function turned the system off and did not reset it after the event. This is the second time and the first one cost the Community approximately \$5000.00 to repair the damages.

Action: The Board will investigate what options we have prior to the next heating season.

Landscape Advisory Committee

Action: Board to discuss details

Directional Street Signs for Community

Action: John B. Phillips to obtain design and costs

In process

Mulch repairs have been completed and the Board approved payment of \$8,000 to EMI for the total mulching.

NEW BUSINESS

Guardian Water has not been assessing late charges for unit owners in arrears on their bills.

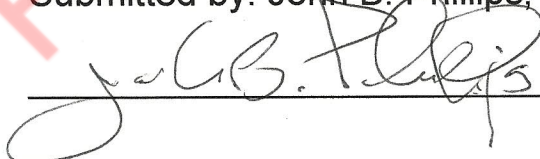
Action: Denise Brown will continue negotiations with Guardian to correct this oversight.

The Board will receive 3 bids to paint the woodwork on 5 Quads and the Community Center and 8 patio fences that were built by Rockford.

Joe's Tree Service is surveying the trees in the common areas and will supply an assessment to the Board. This assessment does not include any bushes or evergreen trees used to hide the water and gas meters next to the units.

John Orr made a motion to adjourn to Executive Session that was seconded by Sharon McDevitt. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary


21 June 16

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
21 June 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, John B. Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There were no Unit Owners present.

COMMUNITY INPUT:

None

The Secretary presented the Minutes of the 17 May 2016 Board Meeting for approval. There were 4 changes or additions made to the Minutes. Don Kraemer made a motion to approve the Minutes as corrected that was seconded by John Orr. The Motion passed 5-0.

The Treasurer reported a Checking Account Balance as of 31 May 2016 of \$32,641.28 and a Money Market Account Balance of \$56,103.55. The CD Balance, with Interest included, was \$100,643.26. Total assets are \$189,388.09 with equity of the same amount.

There are no past dues on Condo Fees or Water Bills.

John Phillips made a motion to approve the Treasurers Report that was seconded by Don Kraemer. The motion passed 5-0.

OLD BUSINESS

Guardian Water will be implementing late charges on all bills not paid on time.

NEW BUSINESS

Don Kraemer made the following motions:

- 1) That the Board, acting through its Treasurer and/or Manager, is authorized to expend the funds collected in accordance with but not in excess of the limitations of the individual budget categories established by the attached Budget.
- 2) That the Board, by majority vote, throughout the year, may transfer unexpended funds from one Budget account or category to another when needed.
- 3) That on December 31, 2016, all unexpended funds in the Budget be allocated towards Reserves and any balances outstanding in individual accounts where the home has been sold at foreclosure sale be written off as a Bad Debt.

Sharon McDevitt seconded the motions. The motions passed 5-0.

Renewal is up with Terminix to treat for termites at Building #11 at the cost of \$331.80

ACTION: Denise Brown will check with Terminix to determine how many applications were made during the past year. A decision will be made at the July Board meeting.

A “No Outlet” sign will be ordered and attached to the pole at the north intersection of Bridwell and Abby Gate Avenue. This will hopefully prevent people to try and exit off Bridwell.

ACTION: Denise to order. Board will attach sign.

Board members did a walkabout on 22 May to mark trees and bushes that need repair or removal.

ACTION: Denise Brown is getting estimates to do the work.

Board is reviewing quotes from Painting Contractors to paint trim for 5 quads and Community Center.

ACTION: Board to make decision by next monthly meeting.

Don Kraemer made a motion to adjourn to Executive Session that was seconded by Sharon McDevitt. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary

A handwritten signature in black ink that reads "John B. Phillips". The signature is written in a cursive style with some capital letters.

Property of glenabby.org

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING**

19 July 2016

6:30pm

Board Members present: Len Pavuk – President, John B. Phillips – Secretary, Sharon McDevitt– Director at Large and Denise Brown of Case Bowen. John Orr - Treasurer was on vacation and Don Kraemer – Director at Large was absent.

There were 5 Units represented.

COMMUNITY INPUT:

None

The Secretary presented the Minutes as corrected of the 23 June 2016 Special Session Meeting for Paint Contractors for approval. There were no additional changes or additions made to the Minutes. Sharon McDevitt made a motion to approve the Minutes that was seconded by Len Pavuk. The Motion passed 3-0.

The Secretary presented the Minutes of the 21 June 2016 Board Meeting for approval. There were changes made to the Minutes. Sharon McDevitt made a motion to approve the Minutes as corrected that was seconded by Len Pavuk. The Motion passed 3-0.

Len Pavuk – President, in John Orr’s absence due to vacation, presented the Treasurer’s report. He reported a Checking Account Balance as of 30 June 2016 of \$35,041.32 and a Money Market Account Balance of \$58,954.71. The CD Balance, with Interest included, was \$100,730.11. Total assets are \$194,726.14 with equity of the same amount.

There are no past dues on Condo Fees or Water Bills.

John Phillips made a motion to approve the Treasurer’s Report that was seconded by Sharon McDevitt. The motion passed 3-0.

OLD BUSINESS

Renewal is up with Terminix to treat for termites at Building #11 at the cost of \$331.80

Len Pavuk made a motion to not renew the contract that was seconded by Sharon McDevitt. The motion passed 3-0.

John Phillips made a motion to sign the contract with All Season Landworks, Inc to have the proposed landscaping work done for \$1281.81 that was seconded by Sharon McDevitt. The motion passed 3-0. There were three other bids:

Joseph Tree Service	=	\$2,878.85
Environmental Management, Inc.	=	\$2,695.00
Bob & Janice Tree Care and Landscape	=	\$2,296.00

Len Pavuk made a motion to sign the amended contract with Pure Property Services, LLC to paint 5 Quads and the Community Center for \$7452.00 in 2016. The work will start 31 August or before and be finished 30 September or before. Payment is due at the end of the work.

The contract also includes a proposal by Pure to paint all buildings for \$19,230.30 (10% discount) over 3 years. In addition, the contract includes an escape clause in case Glenabby Condominium Association is not satisfied with any aspect of the work.

The motion was seconded by Sharon McDevitt. The motion passed 3-0.

The Water Bill Collection issue has not been resolved. Don Kraemer will follow up with Case Bowen for resolution.

NEW BUSINESS

Len Pavuk made a motion to have Denise Brown obtain bids to add the "kick out flashing" on a number of units that was seconded by Sharon McDevitt. The motion passed 3-0.

Len Pavuk made a motion to have Denise Brown obtain bids to repair two sidewalk issues and four concrete collars that was seconded by John Phillips. The motion passed 3-0.

Len Pavuk made a motion to adjourn to Executive Session that was seconded by John Phillips. The motion passed 3-0.

Submitted by: John B. Phillips, Secretary

____18 August 2016_____

A handwritten signature in black ink that reads "John B. Phillips". The signature is written in a cursive style with some capital letters.

Property of glenabby.org

**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
16 August 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, John B. Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There were 3 Units represented.

COMMUNITY INPUT:

6251 Abby Gate Court Unit Owner – Google Drive will stop hosting websites the end of August. The Glenabby Website has moved to "eHost". The new website address is "www.glenabby.org". The community email service on "Yahoo Groups" will not change. There is a charge for hosting on "eHost" (Google Drive was free). It will cost \$99 for 3 years.

John Phillips made a motion to use eHost and to pay the \$99 for 3 years that was seconded by Sharon McDevitt. The motion passed 5-0.

5272 Abby Gate Avenue Unit Owner asked if the painters will be painting the valleys. Len Pavuk said that it was not in the contract.

5272 Abby Gate Avenue Unit Owner also presented a memo for a Unit Owner referring an issue concerning water usage billing to the Board.

6251 Abby Gate Court Unit Owner asked if the streets were going to be sealed. The Board told her that sealing is not required as it does nothing to help the asphalt. The Board is looking at doing more street repair in 2017.

The Secretary presented the Minutes of the 19 July 2016 Board Meeting for approval. There were changes made to the Minutes. Sharon McDevitt made a motion to approve the Minutes as corrected that was seconded by John Orr. The Motion passed 4-1.

The Treasurer reported a Checking Account Balance as of 31 July 2016 of \$36,423.05 and a Money Market Account Balance of \$61,806.07. The CD

Balance, with Interest included, was \$100,819.93. Total assets are \$199,049.05 with equity of the same amount.

5271 Abby Gate Court Unit Owner sent an email stating that the 2016 Budget that was posted July 25th on the website is not correct. The budget for Federal Income Tax is \$200 not \$250. John Orr said the discrepancy will be corrected for the August Report.

There are no past dues on the Condo Fees and also on Water Bills.

John Phillips made a motion to approve the Treasurers Report that was seconded by Don Kraemer. The motion passed 5-0.

OLD BUSINESS

Quad Painting Contract Status

- John Orr presented to the Board a draft of a memo to Unit Owners describing the work to be done.
- Don Kraemer will manage the 2016 portion of painting project for the Community.

Landscape Contract Status

- All Seasons completed the landscaping work except for the planting of two Lilac Trees at Units 5261 and 5366 Bridwell.
- Len said that he thought the trees that were trimmed to gutter level looked fine.
- Denise Brown and the Board will walk the property to identify all other trees that are growing above the gutters. Then the Board will obtain bids to determine overall cost if trimming is approved by the Board.

Kick Out Flashing Status

- Three bids are in process.

Concrete Repair Bids

- John Phillips made a motion to accept Legg and Davis' bid for \$4830.00. It was seconded by Don Kraemer. The Motion passed 4-1.
 - Other bids received were:
 - Hill's Blacktop, Inc \$5920.00
 - Sheedy Paving, Inc \$5850.00

NEW BUSINESS

Fall Meeting for Unit Owner's

- The Board decided to have the meeting Wednesday 02 November at 7 PM at the Community Center.

John Orr made a motion to adjourn to Executive Session that was seconded by Don Kraemer. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary

20 September 2016



GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
20 September 2016
1:30pm

Board Members present: Len Pavuk – President, John Orr – Treasurer, John B. Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There were 7 Units owners in attendance.

COMMUNITY INPUT:

- 6251 Abby Gate Court Unit Owner proposed the following:
 - In order to increase security of the Glenabby Website (glenabby.org), members will be required to enter an ID and password. The ID and password will be the same for everyone in the community.
 - The Board will discuss this at the next meeting. This information will be clarified in a future email before the security is put in place.
- 5271 Abby Gate Avenue Unit Owner provided the Board with input about:
 - Water Bill over charge of \$15.55. The Board has resolved this problem, see details below.
 - Accounting observations for 2015/2016
 - Accounting recommendations for 2017 Budget

The Secretary presented the Minutes of the 16 August 2016 Board Meeting for approval. There was 1 change made to the Minutes. John Orr made a motion to approve the Minutes as corrected that was seconded by Sharon McDevitt. The Motion passed 5-0.

The Treasurer reported a Checking Account Balance as of 31 August 2016 of \$37,954.37 and a Money Market Account Balance of \$64,664.50. The CD Balance, with Interest included, was \$100,909.83. Total assets are \$203,528.70 with equity of the same amount.

Case Bowen will inform the community about a Guardian overcharge that will result in the community owners receiving a refund. Case Bowen will forward the refund check in addition to copies of the June 2015 memo about the increase in the charges, and a letter from Guardian about the overcharge.

John Phillips made a motion to approve the Treasurers Report including the explanation of the Guardian overcharge and the Board's actions that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

Quad Painting Contract Status

- The Board is reviewing an addendum to the contract from Pure Property Solutions that will provide a 10% discount to paint all the buildings over the next three years
- Two Quads and the Club House are complete. Remaining work to be complete by 23 September.
- Gutters are being painted at no extra cost.
- All windows will be caulked

Landscape Contract Status

- The Board is awaiting the delivery of two Lilac trees that will be planted to replace the ones removed.
- The Board will meet with Chris Miller of EMI on 21 Sept to discuss current grub and turf questions.

Kick Out Flashing Status

- Three bids are in process. One has been received.

Concrete Repair Bids

- Legg and Davis to start work in October.
- The Board added additional work at 6251 Abby Gate Court to the contract. Denise Brown will obtain the additional cost.

Website email Status

- John Orr made a motion to advise the Website Manager to implement the following change to the Community Email:
 - Change the “Reply” function (which now sends the reply to all people on the email list) to have the Reply go to the Sender ONLY.
 - John Phillips seconded the motion. The Motion passed 5-0.

Community Center Temperature Control Status

- John Orr presented the following proposals:
 1. Install Internet and a compatible thermostat. Internet will cost \$99/month
 2. Have a company install a Business Temperature Sensor only that they would monitor. John Orr obtained a quote from Koorson of \$765 for the sensor and \$34/month to monitor.
 3. Have a company install a Residential Temperature Sensor, Upgraded Security System and Motion Detector that they would monitor. John Orr obtained a quote from Koorson of \$300 for the panel and \$35/month to monitor.
 4. Install a lockable cage around the existing thermostat. Keys would be kept by the Board members.
- The Board will discuss at the next meeting.

NEW BUSINESS

2017 Budget

- In Process

New “No Outlet” Signs

- Denise Brown will research.

Tax Return

- Denise Brown will research when the Federal Tax for 2015 was paid.

John Orr made a motion to adjourn to Executive Session that was seconded by Don Kraemer. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary

_____20 September 2016_____



**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
18 October 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, John B. Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There were no Unit Owners present.

COMMUNITY INPUT:

None

The Secretary presented the Minutes of the 20 September 2016 Board Meeting for approval. There were 2 changes made to the Minutes. Don Kraemer made a motion to approve the Minutes as updated that was seconded by John Orr. The Motion passed 5-0.

Shawn Tackett from our insurance company (State Farm) made a presentation about changes to our policy starting in 2017. The Board will obtain bids from other Insurance Companies and make a final decision for future coverage.

The Treasurer reported a Checking Account Balance as of 30 September 2016 of \$35,264.78 and a Money Market Account Balance of \$67,520.77. The CD Balance, with Interest included, was \$100,909.83. Total assets are \$203,695.38 with equity of the same amount.

John Phillips made a motion to approve the Treasurers Report that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

Quad Painting / Concrete Repair Status

Both items are complete

Final Costs:

Painting	-	\$ 6731.80
Concrete	-	\$ 6090.00
=====		
Total	-	\$12821.80

John Phillips made a motion to cut checks for \$12,821.80 from CF Bank/Money Market to the respective contractors that was seconded by Don Kraemer. The motion passed 5-0.

Water Billing Company Bids

This item was tabled. Denise Brown to investigate

Landscape

An extra grub treatment was applied and the damage repaired.

Spot reseeding was completed

Two Lilac Trees were replaced

Kick Out Flashing

Two bids have been received.

Don Kraemer made a motion to table the item until the November meeting that was seconded by Sharon McDevitt. The motion passed 5-0.

NO OUTLET Sign -

Denise Brown will obtain cost of sign.

Thermostat Option for Community Center

John Orr made a motion to install an electronic thermostat for \$400 that can be locked and has a Maximum/Minimum Setting feature that was seconded by John Phillips. The motion passed 4-1. John will check with the contractor to ensure that the thermostat cannot be turned off.

Community Center Security

This item was discussed and no action was taken.

Agenda for Meeting with Unit Owners

The Board finalized the agenda.

NEW BUSINESS

Community Center HVAC

Sharon McDevitt made a motion to have the HVAC checked for the winter that was seconded by Don Kraemer. The motion passed 5-0.

Solicitors access to the Community

At this time, there is no sign to prohibit solicitors from coming into the community.

Denise Brown will obtain sign.

Independent Contractors

Due to specific liability requirements and our By-laws, Unit Owner's use of an Independent Contractor requiring them to utilize any portion of the outside structure of the unit requires Board approval.

Don Kraemer made a motion to adjourn to Executive Session that was seconded by Sharon McDevitt. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary

_____ 18 October 2016 _____



**GLENABBY CONDOMINIUMS
FALL INFORMATIONAL MEETING
FOR UNIT OWNERS
02 November 2016
7:00 PM**

Len Pavuk, President, called the meeting to order at 7:00PM. Board Members present in addition to Len Pavuk were John Orr – Treasurer, John Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

Len acknowledged the excellent work done by the Social Committee:

Shaaron Fisher (Chairperson)	Audrey Kraemer
Bob Mains	Pam Haskett
Sharon McDevitt	Jeanette Pavuk
Jenny Holm	Pat Huggard
Sue and Andy Allen	

The Landscape Committee was also recognized:

Barb Epp (Chairperson)	Dick Epp
Becky and Dave Smith	Sandy Kloeb
Lori and Dick Remy	Don Haskett

The Community wants to welcome new resident Carol May.

Sharon McDevitt said that the Community Center had been used 18 times so far in 2016.

Linda and Jim Pace presented the updated Website. Changes are:

New Website URL is "Glenabby.org"

Updated Yahoo Group email reply function where any replies only go to the sender.

The Website is now secure. Members will have to log on with a universal User Name and Password. Linda and Jim handed out cards with the information. The change will take effect during the week of 07-11 November

John Orr reviewed the preliminary 2017 Budget.

At this time the plan is to keep the Association Fees at \$200/month

The current CD rate is 1.05%. The new rate will be 1.35% for 15 months.

Don Kraemer reviewed the capital projects completed this year:

5 Quads and the clubhouse were painted

Additional Painting paid directly by Unit Owners

7 Front Doors - \$175.00

4 Garage Doors - \$240.00

2 Fences - \$190.00

Reserve Study Funding for Painting in 2016 \$10,500.00

Total Actual Cost in 2016 \$ 6,706.80

=====

Savings to Community \$ 3,793.20

Future Painting

2017 – Quads 8,9,12,13 and 14

2018 - Quads 3,4,5,6,7,and 10

Reserve Study Funding for Painting in 2017-19 \$31,500.00

Total Actual Cost for final 2 years \$12,523.50

=====

Projected Savings to Community \$18,976.50

Projected Total Savings to Community \$22,769.70

Concrete Repairs:

- 4 – Storm Sewer Collars
- 3 - Sidewalk Slabs
- 1 - Porch Slab
- 1 - Ramp

Total Cost \$ 6090.00

Landscape Work:

- 13 – Bushes replaced
- 2 – Lilac Trees replaced
- 6 – Trees removed
- 8 – Trees trimmed

Total Cost \$ 1281.81

John Phillips reported on Capital Projects for 2017:

- Painting - Quads 8,9,12,13 and 14
- Landscape - To be determined
- Asphalt - To be determined

There were discussions on various matters at the end of the meeting which adjourned at approximately 8:30 PM.

There were approximately 40 Unit Owners at the meeting.

Thanks to all who attended!!!

Don Kraemer made a motion to approve the Minutes as updated that was seconded by Sharon McDevitt. The Motion passed 5-0.

Submitted by: John B. Phillips, Secretary

_____02 November 2016_____



**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
15 November 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, John B. Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There was 1 Unit Owner present.

COMMUNITY INPUT: None

The Secretary presented the Minutes of the 18 October 2016 Board Meeting for approval. There were 2 changes made to the Minutes. Don Kraemer made a motion to approve the Minutes as corrected that was seconded by Sharon McDevitt. The Motion passed 5-0.

The Treasurer reported a Checking Account Balance as of 31 October 2016 of \$33,380.79 and a Money Market Account Balance of \$57,556.15. The CD Balance, with Interest included, was \$101,057.92. Total assets are \$191,994.86 with equity of the same amount.

Denise Brown is following up on two water bill problems.

John Phillips made a motion to approve the Treasurers Report that was seconded by Sharon McDevitt. The motion passed 5-0.

Reimbursements:

A bill from John Orr was submitted for \$78.02 for copies of the Budget for the Fall Meetings and 12 LED bulbs for the Clubhouse. Sharon McDevitt made a motion to approve the request that was seconded by Don Kraemer. The motion passed 5-0.

A bill from Len Pavuk was submitted for \$21.50 for printer paper. Sharon McDevitt made a motion to approve the request that was seconded by Don Kraemer. The motion passed 5-0.

OLD BUSINESS

Kick Out Flashing Status

John Phillips made a motion to remove this from open items that was seconded by John Orr. The motion passed 5-0.

No Outlet Signs – Status

Denise Brown to have it installed

Security and Thermostat in Community Center

John Orr updated the Board with new information from Koorsen Security.

Don Kraemer made a motion to table this item until John Orr finds out the cancellation policy from Koorsen Security that was seconded by John Phillips. The motion passed 5-0.

NEW BUSINESS

2017 Budget

Insurance and Management fees still open.

John Orr made a motion for the fiscal/calendar year of 2017 that the budget, a copy of which is attached to these minutes, that totals \$157,500 be adopted that was seconded by Don Kraemer. The motion passed 5-0.

John Orr made another motion that \$153,600 be assessed to all owners of record equally. The assessment (\$200.00/Unit) is due and payable in 12 equal monthly installments on the first day of each month commencing 01 January 2017. Don Kraemer seconded the motion that passed 5-0.

Don Kraemer made a motion to adjourn to Executive Session that was seconded by Sharon McDevitt. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary

_____ 15 November 2016 _____



**GLENABBY CONDOMINIUMS
MONTHLY BOARD MEETING
13 December 2016
1:30pm**

Board Members present: Len Pavuk – President, John Orr – Treasurer, John B. Phillips –Secretary, Sharon McDevitt and Don Kraemer– Directors at Large and Denise Brown of Case Bowen.

There was 1 Unit Owner present.

COMMUNITY INPUT: None

The Secretary presented the Minutes of the 15 November 2016 Board Meeting for approval. There was one change made to the Minutes. John Orr made a motion to approve the Minutes, as corrected, that was seconded by Sharon McDevitt. The Motion passed 5-0.

The Treasurer reported a Checking Account Balance as of 30 November 2016 of \$38,174.70 and a Money Market Account Balance of \$60,403.77. The CD Balance, with Interest included, was \$101,057.92. Total assets are \$199,636.39 with equity of the same amount.

Don Kraemer made a motion to approve the Treasurers Report that was seconded by Sharon McDevitt. The motion passed 5-0.

OLD BUSINESS

NO OUTLET Sign at Entrance to Community – Status

Denise Brown to finalize

Community Center Thermostat

Don Kraemer made a motion to purchase a lockable cage that goes over the Thermostat (Board Members will have the only keys) that was seconded by John B. Phillips. The motion passed 5-0.

Water Company Change

Spectrum Utilities is being considered as a replacement for Guardian Water. Denise Brown is to obtain a typical invoice to unit owners as well as a copy of the monthly reports provided to the Board.

NEW BUSINESS

Bill Reimbursements

A bill from Tom Fisher was submitted for \$40.42 for snow stakes. John Orr made a motion to approve the request that was seconded by Sharon McDevitt. The motion passed 5-0.

Roof Repair Status

State Farm Insurance is working with Feazel Roofing to determine what State Farm Insurance will cover from the storm damage to the roofs in the Community.

EMI Snow Contract – 2017-2018

Len Pavuk made a motion to approve the contract that was seconded by Don Kraemer. The motion passed 5-0.

EMAIL/memos to Community

The Glenabby Condominium distribution list only goes to unit owners who have signed up to be on the Website. Len Pavuk's contains all unit owners. John B. Phillips made a motion to use Len's distribution list to send emails/memos that need to reach the entire community that was seconded by Sharon McDevitt. The motion passed 5-0.

John B. Phillips made a motion to adjourn to Executive Session that was seconded by Sharon McDevitt. The motion passed 5-0.

Submitted by: John B. Phillips, Secretary

_____ 13 December 2016 _____

A handwritten signature in black ink that reads "John B. Phillips". The signature is written in a cursive style with some loops and flourishes.