

**Cloverglen Homeowners Association**  
Annual Meeting  
February 5, 2019

The meeting was called to order by President John Crosby at 6:05 p.m.

John introduced himself as well as the other two Board members, Tom Lake & Keith Kasten.

It was determined that a quorum was present with 7 owners in attendance and 2 proxies mailed to the management company.

John explained to the owners that in April 2018 A Better Alternative Management closed their business and the HOA had to find a new management company. Coldwell Banker Commercial Prime Properties stepped in to fill the void for the HOA's that ABA was managing. The Board then decided to continue services with CBCPP and were later notified by the local authorities that there was an active investigation into the possible embezzlement of funds by ABA. The Board did have the financial records reviewed and has determined that there is approximately \$2,500.00 missing from the working capital fund. The working capital fund is used to pay for expenses outside the budget, like emergency repairs and such.

Wesley wanted to know how the Board would be able to cover the short fall from the embezzlement. John explained that they had 2 options; They could increase the annual dues, or they could ask for a special assessment. John present a budget comparison to the owner showing what an increase would do for the HOA's net income. If dues were left at \$168.00 the HOA would only have a net income of \$97.00 after all the expenses were paid. The Board can increase the dues 5% without a vote of the members. That would make the dues \$176.40 with a net income of \$340.60.

Among the regular expenses the Board feels they should be prepared for the possible increase in management fees for Coldwell Banker Commercial Prime Properties. Alicia Criswell with CBCPP advised that CBCPP would not be raising the fees for 2019. Accounts with CBCPP will be evaluated at the end of the year prior to the next annual meeting and if an increase is necessary the HOA will be notified in plenty of time to budget for that increase.

The Board of Directors did investigate other management companies and was unable to find a company that could come close to the fee CBCPP is honoring now. They also investigated different Insurance companies and landscapers to see if they could cut costs in those areas but was unsuccessful in finding other companies that are lower than the rates they have now.

Wesley stated that he felt the dues should be increased to \$200.00 to avoid being in the negative. Al suggested that the first \$100.00 be due in January and the second \$100.00 be due in July. There was a discussion as to whether the HOA could or should increase the dues for this year instead of starting in 2020. Alicia stated that CBCPP had billed owners, but they could add the increase and send a letter with the new invoices explaining the increase.

Tom motioned to increase the 2019 HOA dues from \$168.00 to \$200.00 with the first \$100 due by April 1<sup>st</sup> and the second \$100 due by July 1<sup>st</sup>. Verl Werner seconded the motion; all owners were in favor and the motion was passed. Alicia will construct the letter and send it to the Board for approval before mailing to the owners.

There are plans to build a subdivision next to Cloverglenn. The plan proposes that the subdivision be built in phases. The first phase consists of 29 homes and will connect through Cloverglenn and 29 1/2 Road. The plan has not been finalized yet, but residents are concerned with the construction traffic that will pass through Cloverglenn. A suggestion was made to have signs put up at the entrance to the subdivision stating that construction traffic is not allowed. It was stated that they could put up the signs, but they could not actually prohibit anyone from driving through the neighborhood as it is a public right of way. John stated that there is an irrigation vault that would be between the new subdivision and Cloverglenn and at some point, the HOA should think about fencing in the vault for safety reasons.

There was a small discussion regarding the fact that the City is responsible for the streets and lighting throughout the subdivision, but it does take them some time to make the repairs if they feel it necessary.

John asked if anyone wanted to volunteer to be on the Board, but there were not volunteers. Wesley motioned to keep the current Board of Directors, Verl seconded the motion and all the owners were in favor.

The meeting was adjourned at 7:00 p.m.

The meeting minutes were taken by Alicia Criswell with Coldwell Banker Commercial Prime Properties.