

COTTON MANOR JOINT OPERATIONS BOARD
Management Meeting
February 22, 2010

Minutes

Members Present: Shawn Warner, Kathy Griffin, Kirk Ehlers, Sara Goodman, Lyn Burbidge, Steve Bingham, Treva & Bruce Barnson, and Dave Paul.

I. Welcome and Called to Order

Kathy welcomed everyone and called the meeting to order. Minutes of the January 25th meeting were approved as presented.

II. Financial Report

Dave Paul reviewed the financial report through January with the committee. Dave indicated that the Association had a good month and came in with an increased cash position from the previous month. He also reviewed collection status on all delinquent accounts. Those with large delinquencies have had liens placed on their units and are now going through foreclosure process. It was moved, seconded and approved to accept the financial report as presented.

III. Management Report

A. Annual Meeting Notices / Proxies. Dave verified that all Annual Meeting Notices and Proxies have been sent to all homeowners approximately 30 days in advance to this year's meeting, scheduled on February 27th.

B. Annual Meeting Agenda. Dave reviewed an agenda to be followed at this year's Annual Meeting. Ballots and nominees were also reviewed. It was noted that Kirk Ehlers will be re-nominated to serve on the Condo Board with one additional vacancy to be filled. Shawn Warner and Lyn Burbidge will be nominated to fill the vacancies on the PUD Board. Additional nominees will be taken from the floor if motioned.

C. Reserve Study Modification. Dave reviewed various options he has received from the attorney regarding the reserve study. To fully fund reserves needed according to the report, a \$39 increase per unit is needed on a monthly basis. Other options ranged from a \$10 increase to a \$27 increase as well as no increase and only using the existing \$4 monthly reserve as currently budgeted. After some discussion it was agreed to compile the information on the reserve study options onto a single sheet, showing the comparisons in relation to monthly fee increases compared to the % of funding or lack of funding for each option. Homeowners will be asked to approve the Board's recommendation of a minimum of \$5 increase per unit per month, with an additional \$5 the next three years to start building

reserves to fund the maintenance and replacement projects needed over the next 30 years.

D. Owner Responses / Requests. Dave reviewed letters sent to homeowners at the Board's request. No further correspondence is needed at this time.

IV. Adjournment

With no further business, the meeting was adjourned. The next meeting is the Annual Meeting to be held on Saturday, February 27th at 10:00 a.m. in The Hampton Inn.