

**ATRIUM HOMEOWNERS ASSOCIATION**  
**Board Meeting/ Board of Directors Meeting**  
**Annual Meeting**  
**June 6, 2019**

**MINUTES**

**1) CALL TO ORDER**

President Wagner called the meeting to order at 6:00 pm.

**2) ESTABLISH QUORUM**

President Wagner established that a quorum was present.

**3) BOARD MEETING – ROLL CALL**

**Members Present (8)** : Barb Wagner, Jeff Pisani, Isabel Marlar, Katy Kennedy, Bob Ceddia, Elizabeth Kujawa, John Loeser, Katy Noffsinger & Heather of Hillcrest Property Management

**Members Absent (1)**: Chris Ratliff

**4) Approval of the 2018 Annual Meeting Minutes**

*Jeff made a motion to approve the minutes from the 2018 Annual Board meeting.*

*Second: Isabel*

*Vote: All in favor. Approved.*

**4.) INTRODUCTION OF CANDIDATES:** Katy Noffsinger, Jeff Pisani, Katy Kennedy, Bob Ceddia

**EXPLANATION OF ELECTION PROCEDURES** by Heather Strauts of Hillcrest Property Management

**ELECTION & TABULATION OF BALLOTS**

**ELECTION RESULTS:**

**Welcome to The HOA Board of Directors:** Katy Noffsinger, Jeff Pisani, Katy Kennedy, and Bob Ceddia

President Wagner gave a summary of accomplishments within the past year and detailed upcoming projects. Barb also thanked the Board for their service to keeping up the value within our community.

**UNIT OWNERS' FORUM:**

- Resident expressed concern regarding pot holes in the road and asked about repair.

- Resident asked about adding a children's park to the grounds. Resident asked about the number of children living in or regularly visiting the area. Bob explained that there are options to build within the already existing dog park, and the details surrounding the project are still underway. The Board discussed surveying residents for feedback and intended usage for resident and guest children.
- Resident expressed concern about the deterioration of tile around the pool perimeter.

## **ADJOURNMENT**

*Isabel made a motion to adjourn.*

*Second: Jeff*

*Vote: All in favor. Approved.*

Respectfully Submitted,  
*Katy Kennedy*  
Board Secretary

**ATRIUM HOME OWNERS ASSOCIATION**  
**Annual Meeting of Board Members**  
**June 6, 2019**

**MINUTES**

**1) CALL TO ORDER**

The meeting was called to order at 6:21pm.

**2) ROLL CALL**

**Members Present (8)** : Barb Wagner, Jeff Pisani, Isabel Marlar, Katy Kennedy, Bob Ceddia, Elizabeth Kujawa, John Loeser, Katy Noffsinger & Heather of Hillcrest Property Management

**Members Absent (1)**: Chris Ratliff

**3) INSTALLMENT OF BOARD MEMBERS**

**President: John Loeser**

*Jeff nominated John Loeser for President. John accepted the nomination.*

**Vice President: Bob Ceddia**

*Katy N nominated Bob for Vice President. Bob accepted the nomination.*

**Treasurer: Katy Noffsinger**

*Bob nominated Katy N. for Treasurer. Katy N. accepted the nomination.*

**Secretary: Katy Kennedy**

*Beth nominated Katy K. for Secretary. Katy K. accepted the nomination.*

All Board members present participated in board position conversation. All were in favor of the changes noted above.

**4) ADJOURNMENT**

*Katy N. made a motion to adjourn at 6:39pm*

*Second: Jeff*

*Vote: All in favor. Approved.*

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**ATRIUM HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
June 6, 2019**

**MINUTES**

**CALL TO ORDER**

President Loeser called the meeting to order at 6:41pm.

**ESTABLISH QUORUM**

President Loeser established that a quorum was present.

**BOARD MEETING – ROLL CALL**

**Members Present (9)** : Barb Wagner, Jeff Pisani, Isabel Marlar, Katy Kennedy, Bob Ceddia, Elizabeth Kujawa, John Loeser, Katy Noffsinger & Heather of Hillcrest Property Management

**Members Absent (1)**: Chris Ratliff

**APPROVAL OF MINUTES FROM BOARD OF DIRECTORS MEETING –5.16.19**

*Katy N. made a motion to approve the minutes from the May 16, 2019 Board meeting.*

*Second: Isabel*

*Vote: All in favor. Approved.*

**FINANCIAL REPORT**

Jeff articulated that the beam restoration project is not in the reserve plan and will need to be funded through a special assessment which will be determined based on the final project scope and total.

**COMMITTEE REPORTS**

**Social:** Beth reported out that Chair Yoga is meeting twice per week (Mon 9:15a & Wed 5p). The pool party will be scheduled for Saturday, June 22 at 5pm. Live music from 5:30-8:30. Party is BYOB. Sub sandwiches are provided. Save the Date: Oktoberfest party is tentatively scheduled for September 25th. Jewelry making is an idea that is TBD based on community interest.

**Landscaping:** Isabel reported that landscaping has been impacted by the weather, and is happening a bit later in the season. Dead boxwoods will be removed.

**Website:** John reported that Gary, web designer, will update the website with new Board positions, embed live links, and is ready to go live by the projected June 15th date.

**MANAGEMENT REPORT**

**OLD BUSINESS**

- **Website**

See committee report.

- **Beam Project**

Heather reports that we are waiting on a quote from Barnes Architect. A special meeting is likely needed to produce a Board decision.

- **Balcony, Front Entry Sign Brick**

Heather presented two scope of work options from MI Construction, who submitted a quote for the Clubhouse deck.

*Isabel motioned to accept Option 1 of the MI Construction Proposal totaling \$9,400.00.*

*Second: Katy*

*Favor: 6*

*Opposed: 2*

*Vote: Approved.*

- **FOB System**

- **Front Entrance Sign Repair**

Heather will acquire another bid for repair on the Atrium front entrance sign.

- **Exercise Room**

*Barb motioned to accept the proposal for the workout room and ping pong area.*

*Second: Katy N.*

*Favor: 8*

*Vote: Approved*

- **Dog Park Gravel**

*Katy N. motioned to accept the pea gravel estimate from WA Management for installation.*

*Second: Barb*

*Vote: All in favor. Approved.*

- **Workers Compensation**

*Isabel motioned to accept the workers' compensation proposal from Rosenthal Bros.*

*Second: Jeff*

*Vote: All in favor. Approved.*

## **NEW BUSINESS**

- **Ice Machine**

An ice machine will be installed in the closet on the top floor of the Clubhouse party room.

*John made a motion to accept the proposal from Empire Cooler Service for a 12 month / 1 year lease, which includes the necessary work for installation and monthly maintenance and operation.*

*Second: Katy*

*In Favor: 5*

*Opposed: 3*

*Vote: Approved*

#### **10) ADJOURNMENT**

*Isabel made a motion to adjourn at 8:05pm*

*Second: Jeff*

*Vote: All in favor. Approved.*

#### **11) EXECUTIVE SESSION**

The Board discussed payment from two unit owners past due. The Board voted to waive attorney's fees on Unit A. The Board will continue legal pursuit on Unit B.

Respectfully Submitted,  
Katy Kennedy  
Board Secretary