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**DRAFT**

**ST. ASAPH SQUARE CONDOMINIUMS**  
Annual Meeting Minutes  
October 21, 2014

**BOARD MEMBERS PRESENT**

Deborah Bowman	President
Donna Douglas	Treasurer
Beverly Keane	Secretary
Ralph Rosenbaum	Member at Large

**ABSENT WITH NOTICE**

Ginny Long	Vice President
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**OTHER ATTENDEES**

Patrick Mazzei	Community Mgr., Cardinal Management Group
Yahya Serry	On-Site Manager, Cardinal Management Group
Champella Brooks	Administrative, Cardinal Management Group

**CALL TO ORDER**

The meeting was called to order at 7:03 p.m.

**WELCOME**

Management welcomed all in attendance.

**PROOF OF NOTICE**

Management provided the membership with proof of notice and documentation. Management also confirmed that quorum was attained. There was 25% of the ownership represented in person and/or by proxy. Management then turned the meeting over to the Board President who officially called it to order

**MINUTES**

*Grace Shelton of unit 225 motioned and Ann Louise Mapes of unit 418 seconded, to waive the reading of the 2013 annual meeting minutes and to approve them as presented. The motion passed unanimously.*

**OFFICERS' REPORTS**

**PRESIDENTS REPORT**

The President reported that the elevator project should be complete by Thanksgiving.

1 **TREASURER’S REPORT**

2  
3 The financial statement for the period ended September 30, 2014 was included in  
4 the Board of Directors Management report. Director Douglas reported that as of  
5 that period ending date the Association’s cash and investments totaled \$1,211,492  
6 and that total assets are \$1,243,105; total liabilities are \$441,684; accrued  
7 replacement reserves are \$986,152; and members’ equity was (\$53,663). Total  
8 liabilities and equity were \$1,243,105.  
9

10 **COMMITTEE REPORTS**

11  
12 Budget The budget committee reported a recommendation for a 2%  
13 increase for operating costs and payment on the loan for elevator  
14 repairs. Board approval is pending.  
15

16 City of Alexandria No report  
17

18 Decorating The decorating committee reported that their main concern at  
19 this time is choosing between 3 paint colors for the lobby wall.  
20 Further, the committee met with Ethan Allen regarding lobby  
21 update ideas. They will also be meeting with Haverty and  
22 Pottery Barn as well.  
23

24 Landscaping Bev Keane reported that many improvements have been made  
25 to the grounds by the new landscapers. Further, there is going to  
26 be a lot of tree removal and stump grounding done between  
27 October and November 2014.  
28

29 Social The social committee reported no new residents since last  
30 meeting. There will be an in house Asian cuisine themed dinner  
31 held on October 24, 2014 at 7:00 p.m. in unit 220.  
32

33 Pool Director Rosenbaum reported that the pool season went very  
34 well, and the Association was very impressed with the new pool  
35 company.  
36

37 Newsletter No Report  
38  
39

40 **MANAGEMENT REPORT-ELECTIONS AND NOMINATIONS**

41  
42 Management explained the election details as follows: the ballot voting should be  
43 for three individuals. President Bowman and Director Keane would be running for  
44 the upcoming term. Management opened the floor for nominations. Director  
45 Rosenbaum nominated Jack Burton, who accepted and Director Douglas nominated  
46 Sharon Keefer, who also accepted.  
47

48 Management asked for volunteers and chose two residents as election officials to  
49 count the ballots.  
50

51 While the ballots were being collected and counted, Management updated the  
52 residents on the Elevator Project.

1  
2 The ballots were counted and the results of the election were announced. Elected  
3 for 2 year terms were Deb Bowman, Bev Keane and Jack Burton.  
4

5 **COMMUNITY FORUM**  
6

7 President Bowman opened the floor for questions. Highlights were as follows:  
8

- 9 • A homeowner advised that agents are having issues with one of the  
10 lockboxes.  
11 • A homeowner inquired if water shut-offs are over. Mr. Serry confirmed that  
12 they are finished.  
13 • A homeowner inquired about street paving.  
14

15 **ADJOURNMENT**  
16

17 There being no further business to come before the Board, the annual meeting was  
18 adjourned at 7:36 p.m.  
19

20 Respectfully submitted by,  
21  
22

23 \_\_\_\_\_  
24 Amy Petrovitch  
25 Independent Recorder  
26 (Transcribed from digital recorder and meeting notes)