

## DRAFT

Kendall Camp Property Owners Association  
Annual Meeting Minutes  
January 19, 2019; 5:00 to 6:30 pm  
Location: 183 Kendall Camp Circle

1. Call to Order and Introductions; confirmation of proxies and quorum
  - a. The annual meeting was called to order shortly after 5:00 pm. A total of six units (Units: 2, 6, 9, 10, 13 and 18) were represented in person by their owner(s), another two units (Units: 17, and 21) were present on the conference call-in line; therefor the requirement for a quorum of 1/6 of the 22 homeowners (a total of four are minimally required) in order to hold the Annual Meeting of Members was met.
  - b. Proxies were counted showing an additional six units (Units: 1, 11, 12, 15, 19, 22) were represented by a fellow homeowner.
  - c. A total of eight homeowners (Units: 3, 4, 5, 7, 8, 14, 16, and 20) did not attend, call-in or submit proxies for the annual meeting.
2. Review Minutes from 2018 Annual Meeting: The draft minutes from the 2018 Annual Meeting were reviewed. There were no questions or objections. The minutes were approved as final.
3. Update on Wisp Resort Master Association activities: The annual meeting for the WRMA is scheduled for 2/17/19. The Lake Side Park (LSP) buy-down has been successfully completed. There is still work required in order to secure Lake Access for our members; we are currently limited to General Public Access which limits the activities that our members may undertake in the buffer strip (fishing and walking only). We are not allowed to use the private docks nor directly access the lake for water sports. New picnic benches and Adirondack chairs were purchased in 2018 for the LSP to enhance seating options. Various grounds and building maintenance items were completed as well. For 2019 additional tree cleanup and path repair is planned. Additionally, improved seating areas in the buy-down section closer to the lake are being explored for possible future completion. The improvement of the resort/community directional signs at the top and bottom of Overlook Pass is still under discussion with Wisp Resort and other members of the WRMA.
4. Budget Review for 2018:

The annual expenditures for 2018 were reviewed (final budget attached). As in recent years, lower than anticipated snow removal costs and other efficiencies in landscaping and maintenance resulted in unexpected savings which allowed the POA to transfer \$15,565.44 into the Reserve Fund at the beginning of January 2019, opposed to the originally projected \$10,875. Other than the savings mentioned above, actual expenditures were generally in line with what was expected and historical expenditures. The one significant outlier was spending

## DRAFT

\$1638.31 for front gate related repair. Damage to the right hand stone pillar resulted in a \$750 stone mason repair bill that had not been anticipated.

### 5. Budget Presentation for 2019:

The 2019 budget adopted by the Board at its November 13, 2018 meeting was reviewed (copy attached). Highlights or significant changes from past budgets this year include:

- \$1000 designated for the tree removal and pruning of large dead branches.
- \$3000 set aside for replacement of dead or dying fir trees with spruces
- Projected Reserve Contribution is \$9767 for the 2019. Consistent with past practice, the reserve contribution will not take place until January 2020 after completion of the fiscal year.
- There are no major changes planned to the POA administrative and utility costs, which are anticipated to be similar to 2018 expenditures.
- Dues are set for 2019 at the same rate, \$2500, as in 2018. This will result in non-interest income of \$55,000.
- Budget discussion resulted in the following requests/proposals for exploration by the Board during 2019:
  - Look into dropping the internet connection at the front gate in order to reduce costs.
  - Consider the purchase of Adirondack chairs for the firepit area

### 6. POA Reserve Fund Status:

As of 1/17/2019 the POA has a total of \$68,449.44 in its reserve fund. The funds are divided between two saving accounts, the first with First United Bank (\$63,043.71) and the second with BB&T (\$5,405.73). In 2018 the Reserve Fund expenditures were the following: purchase of three benches for the common area at the cost of \$1,351.50. Log siding inventory valued at \$5,525.84 is presently being stored in the storage shed. A total of \$1,602.44 in 3x10 log siding was sold to homeowners in 2018 in order to complete various exterior repairs.

### 7. Unit Exterior Maintenance and Repair Status:

- a. June 30, 2018 marked the required completion date for maintenance to unit exteriors that was identified in letters mailed to homeowners in December 2017. As of the date of the annual meeting there are still some homeowners who have not completed the required work. New inspections will be conducted this spring/summer and update maintenance letters will be sent out.
- b. The Board members present continued the conversation started in 2018 on the future roof replacement project. As a reminder, the current cedar shake roofs are on average 12 years old. The POA needs to continue to think

## DRAFT

about how we will go about replacing the roofs in 10 to 13 years. It is the opinion of a roofer who came to look at the pavilion roof (which is also covered in cedar shakes) that the roofs in this environment would need to be replaced not later than at 25 years old, if not earlier. The various approaches the POA can consider (individual responsibility or POA led project), payment options (special assessments over time or wait until the work is performed to collect) were reviewed. Also the possibility of changing from cedar shakes to architectural shingles was mentioned. The idea of a creating a survey to gather homeowner preference was also discussed. Discussion by members present indicated that there was no consensus on how to proceed with the project at this point and that further development of cost implications was needed.

### 8. Updated POA Motorized Recreational Vehicle Policy:

The Board presented its draft policy and opened the floor to discussion. Evan Goldman and Steve Smith expressed concerns with the draft policy and advocated for allowing homeowners to use ATVs and Snowmobiles since these vehicles were now allowed on county roads with the implementation of the Ride Garrett County program. Others present stated their concerns with ATVs as the community had a negative experience with two previous homeowners who operated ATVs in a reckless manner in and around the community. The discussion continued and common ground could not be found. The Board members present agreed to relook the policy and take into account the concerns that had been raised. (Note: In June 2019 a redrafted policy modifying the types of vehicles allowed and their manner of operation was approved by the Board and distributed to all members.)

### 9. POA Board of Directors election: nominations and vote:

There were three vacant positions on the board as the result of expiring terms in Jan 2019. Don Mesecher (Unit 15), Klaus Schmidt (Unit 13), and Susan Solomon (Unit 18) all agreed to be nominated for new terms. Prior to the vote there was concern expressed about the validity of some of the proxies that had been submitted by homeowners. Additionally, Evan Goldman (Units 9, 10) and Steve Smith (Unit 6) expressed an interest in joining the board. After consultation of the By-Laws it was determined that the Board could grow to seven directors (an odd number between 3 and 7 is mandated). As a result the election was modified and a full slate of five nominees unanimously approved by those present to vote. One director, Steve Smith will have a one year term in order to maintain a balanced turn over every year of either 3 or 4 directors.

## DRAFT

The board of directors for 2019 is therefore composed of:

- Steve Goldfarb elected Jan 2018 for 2 year term ending Jan 2020
- Evan Goldman elected Jan 2019 for 2 year term ending Jan 2021
- Don Mesecher elected Jan 2019 for 2 year term ending Jan 2021
- Shane Pittman elected Jan 2018 for 2 year term ending Jan 2020
- Klaus Schmidt elected Jan 2019 for 2 year term ending Jan 2021
- Steve Smith elected Jan 2019 for 1 year term ending Jan 2020
- Susan Solomon elected Jan 2019 for 2 year term ending Jan 2021

10. Any Other Business: Request were made to look into other gate entry systems that allow remote programming (Note: subsequent to the meeting it was determined that the existing gate remotes are programmable to car visor remote systems.) A request was also made to see whether better pricing for fire wood and other services could be negotiated from local contractors and vendors.
11. Adjourn: With no other business being on the agenda, the Annual Meeting adjourned at approximately 6:30 pm.