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Kendall Camp Property Owners Association
Annual Meeting Minutes
January 25, 2020; 5:00 to 6:30 pm
Location: The Lodge at Wisp – Pine Room

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 four units (Units: 33, 141, 161, 181) were represented in person by their owner(s), another five (Units: 91, 101, 103, 183, 254) 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 three units (Units: 31, 53, 73) were represented by a fellow homeowner.
 - c. A total of ten homeowners (Units: 46, 51, 71, 93, 121, 123, 143, 163, 170, 200) did not attend, call-in or submit proxies for the annual meeting.
2. Review Minutes from 2019 Annual Meeting: The draft minutes from the 2019 Annual Meeting were reviewed. There were no questions or objections. The minutes were unanimously approved as final. (Motion: Evan Goldman; Second: Don Mesecher)
3. Update on Wisp Resort Master Association activities: The annual meeting for the WRMA is scheduled for 2/25/20. Dues for 2020 are set at \$50 per member in each POA of which approximately \$20 will be set aside for future signage updates on Overlook Pass. The improvement of the resort/community directional signs remains under discussion with Wisp Resort and other members of the WRMA. 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. Various grounds and building maintenance items were completed in 2019. For 2020 the construction of a seating platform in the buy-down section closer to the lake is planned. There is still research ongoing with respect to possible storm water pipe repairs that the WRMA may be responsible for.
4. Budget Review for 2019:

The annual expenditures for 2019 were reviewed (final budget attached). As in recent years, lower than anticipated snow removal costs and other efficiencies in landscaping and maintenance resulted in additional savings which allowed the POA to transfer \$13,665.23 into the Reserve Fund at the beginning of January 2020, opposed to the originally projected \$9767. Other than the savings mentioned above, actual expenditures were generally in line with what was expected and historical expenditures. The two significant outliers were:

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Miscellaneous expenses of \$1778.80 (budgeted \$600) which included \$1359.30 spent on cleaning the pavilion roof and Tree Removal and Pruning expenses of \$3955.52 (budgeted \$2500).

5. Budget Presentation for 2020:

The 2020 budget adopted by the Board at its November 11, 2019 meeting was reviewed (copy attached). Highlights or significant changes from past budgets this year include:

- \$3300 designated for the tree removal and pruning of large dead branches.
- \$1500 set aside for replacement of dead or dying fir trees with spruces
- Projected Reserve Contribution is \$9000 for the 2020. Consistent with past practice, the reserve contribution will not take place until January 2021 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 2019 expenditures.
- Dues are set for 2020 at the same rate, \$2500, as in 2019. This will result in non-interest income of \$55,000.

6. POA Reserve Fund Status:

As of 1/21/2020 the POA has a total of \$83,086.16 in its reserve fund. The funds are divided between the savings account at First United Bank (\$47,603.50) (the BB&T savings account having been closed in 2019 and funds moved to FUB) and a newly opened in 2019 CD (3yr, 2.72% APR, maturing in July 2022) at FUB in the amount of \$35,000 with a current value of \$35,482.66. In 2019 the Reserve Fund expenditures were limited to the purchase of four Adirondack chairs for the fire pit area at the cost of \$1,148.60. Log siding inventory valued at \$3,981.22 is presently being stored in the storage shed. A total of \$1,544.62 in 3x10 log siding was sold to homeowners in 2019 (one of these two payments was posted in Jan 2020 prior to the annual meeting) in order to complete various exterior repairs.

7. Unit Exterior Maintenance and Repair Status:

- a. Discussion took place on how to support and assist homeowners with the exterior maintenance requirements placed on them by the Summer 2019 inspection reports and letters. Evan Goldman volunteered to serve as intermediary with his contractor Carl Cooper to assist homeowners in getting estimates and the work completed. (Note: subsequently due to Covid 19, the Board decided not to conduct additional inspections in 2020 in order to allow homeowners to catch up on their existing repair requirements.)
- b. The Board members present continued the conversation started in 2018 and 2019 on the future roof replacement project. As a reminder, the

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current cedar shake roofs are on average 13 years old. The POA needs to continue to think about how we will go about replacing the roofs in 5 years. The way ahead discussed engaging with a large roofing contractor in order to get an idea of the approximate replacement costs and the various products available beyond the existing cedar shakes). 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 again 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. (Note: in July 2020 select Board members met with Shield Roofing from West Virginia in order to initiate an estimate process that will give the POA a better idea of the cost of the project).

8. POA Board of Directors election: nominations and vote:

There were three vacant positions on the board as the result of expiring terms in Jan 2020. Steve Goldfarb (Unit 31), Steve Smith (Unit 73), and Shane Pittman (Unit 33); Steve Goldfarb and Shane agreed to be nominated for new terms; Steve Smith had previously expressed his desire to not run again. As a result Jeffery Roche (Unit 181) agreed to run for a position. With the number of candidates equal to the number of open positions, the secret ballot was dispensed with and the candidate slate unanimously approved.

The board of directors for 2020 is therefore composed of:

- Steve Goldfarb elected Jan 2020 for 2 year term ending Jan 2022
- 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 2020 for 2 year term ending Jan 2022
- Jeffrey Roche elected Jan 2020 for 2 year term ending Jan 2022
- Klaus Schmidt elected Jan 2019 for 2 year term ending Jan 2021
- Susan Solomon elected Jan 2019 for 2 year term ending Jan 2021

9. Any Other Business: Inquiry was made by Bill Ashley as to whether a basketball hoop and backboard could be installed in the parking lot (Note: After subsequent discussion by the Board it was decided to look into the cost for the material and installation. The initial results were very expensive (over \$2000). The issue is still open and being looked into)

10. Adjourn: With no other business being on the agenda, the Annual Meeting adjourned at approximately 6:30 pm.