

Board Year 2018 – 2019

Moreland Court Condominium Association, Inc.

MINUTES OF THE ANNUAL MEETING

May 6, 2019

The 39th annual meeting of the Moreland Courts Condominium Association, Inc, (MCCA) was called to order by President Scott Fine at 5:50 pm.

Mr. Fine introduced the Board of Directors: Vice President Robert Sieck, Treasurer Robert Baker, Secretary John Beeker, and Directors, Karen Schiavone, Margaret Walton and Benoy Joseph.

He then introduced Association legal counsel Joe DiBaggio of Kaman and Cusimano.

Mr. Fine welcomed the 12 new Unit Owners who purchased units since the May 2017, annual meeting.

- Sapna Dhawan & Jean Makesh – 13705 1A
- John Gearity – 13505 4B
- Margaret & Loyal Wilson – 13515 8B
- Leslie & Dwayne Piepenburg – 13415 11 C2
- Mary Sue and Chuck Lyon – 13415 8 E3
- Anna Dodson – 13415 12 E2
- Beth Holloway and Jay Blasingame – 13609 1 A
- Joel Pandon – 13415 11 D2
- Jill & Paul Clark – 13901 3A
- Cynthia Murphy – 13805 4 A

Mr. Fine noted that the value of the units has increased. Moreland Courts has the lowest number of units for sale since 2015.

Mr. Fine asked for a moment of silence for owners who passed away since the last annual meeting:

- Ted Sande 13415 11 H 4
- Leigh Carter 13901 B 6

Annual Meeting Formalities and Minutes

Mr. Fine announced the appointment of Virginia Garcia, a Unit Owner, to serve as the Assistant Secretary for the purpose of the minutes.

Secretary John Beeker reported that the By-Laws were followed requiring written notice to all MCCA Unit Owners at least 30 days prior to the Annual Meeting.

An official meeting notice was sent to each Unit on April 4, 2019, with Board election proxy form and envelopes, the meeting agenda, an audited financial statement, a report from the general manager and minutes of the May 2, 2018, annual meeting.

Moved by Ed Oberndorf and seconded by Alec Pendleton, reading of the minutes from May 2, 2018, be waived and minutes approved. Motion was unanimously approved.

Mr. Fine announced the appointment of the Election Committee, including two Unit Owners, Carol Lowenthal and Jessica Schreiber of the Rules Committee, and one person of the management staff, Controller Leah Terkel, to oversee the election of MCCA Board members.

The election committee reported that proxies were received prior to the meeting representing 59.64% of MCCA Unit Owners; therefore, the meeting was duly constituted.

Board Reports

Scott Fine, Board President, reported that over 25% of Unit Owners sit on at least one committee. He encouraged all unit owners to consider participating.

Business Highlights

- MCCA can celebrate our continuing improving conditions that includes less and less deferred maintenance and the best financial conditions in decades.
- Under Paul's leadership MCCA has completed all of the passenger elevator modernizations on time and on budget. We did by entering

- into a \$3 million financing arrangement that didn't have an adverse impact on you, our owners.
- We have lived through several power outages. Under Paul's and Vice President Bob Sieck, alternatives are being evaluated and an action plan will be forth coming.
 - We are at an important pivotal shift with funds now being available for beautification of the property for the first time.
 - Goals for the coming year:
 - Focus on Beautification
 - Improved Quality of Services
 - Communication
 - Updates to Rules and General Manager performance
 - Thanks to Margaret Walton who is rotating off the Board after 6 years of service.

Robert Baker, Treasurer, stated 2019 overall budget objectives:

Mr. Baker reviewed the objectives the Budget and Finance addressed creating the 2019.

- (1) to avoid an increase in the total assessment paid by each unit owner;
- (2) to fund the 2019 contribution to the Reserve Fund which involved a \$10,000 increase required by the Reserve Study.
- (3) continue the increased allocation of funds for capital needs; and
- (4) restore and enhance the quality of the MCCA experience for our owners.

Specific details include the following:

- The Assessment for the Major Maintenance Contingency will not be continued as this will now be part of the Reserve Fund and funded from excess 2018 revenues in the amount of \$179,760. There will be a new policy established by the Board to ensure this remains sufficiently funded in the future.
- Reserve Fund assessment increased from \$621,960 in 2018 to \$631,960 in 2019.
- Annual Capital Increased from \$120,000 in 2018 to \$220,000 in 2019 by plan.
- The Assessment for the Major Maintenance Contingency will not be continued as this will now be part of the Reserve Fund and funded from excess 2018 revenues. There will be a new policy established by the Board to ensure this remains sufficiently funded in the future.

- Total owners' assessments are \$817 lower in 2019 than in 2018 despite the increases in the assessments for insurance, natural gas, annual capital and reserve fund, as an overall objective.
- Increase in car wash charge from \$15.00 to \$17.00.
- Bad Debt has been reduced from the 2018 budgeted amount of \$55,000 to \$30,000 for 2019.
- 2% COLA for all hourly employees and an additional sum for low wage employees.
- Employee hospitalization cost increase of .01% for 2019.
- Operating budget balanced with income and expense at \$2,510,218.

We continue to project a “fully funding” Reserve Fund.

Bob Sieck, chair of Facilities Committee reported the following

Highlights of facilities projects were completed in 2018 within budget restrictions

- Exterior Masonry Projects
- Survey of W. Garage subsurface
- Landscape improvements
- Sidewalk restoration
- Foundation waterproofing
- Architects expense

Anticipated projects for 2019 - 2020

- Investigation into possible solutions for power loss, including possible backup generator systems. Also emergency response for lighting, communications, possible charging stations for residents.
- A full survey of existing property electrical systems and how power comes to the property from the utility.

Chris Malstead, Marketing Committee Chair gave the following highlights of his committee:

- Launch of new Association website
- Pilot of new work order system
- Thank you program or luncheon for dedicated realtors
- Possible Moreland Courts Instagram program'

Alec Pendleton, Landmark Committee, gave the following highlights of his committee:

- Improving conditions of Laundry Rooms
- Continuing work on back hall restoration
- Completion of Front Lobby floor restoration
- Attention to the Grounds
- Wood furniture restoration
- Selection of a Designer to consult on all decorating work
- Gallery Drawing Room Update
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General Manager, Paul Stroud reported the following:

Highlights

- Over previous 4 years we have completed over \$7.2 million in capital improvements through the Annual Capital Budget and Reserve.
- Over \$800,000 of revenue in excess of expenses due to careful financial management has been added to the Reserve Fund.
- A work order system has been implemented with the goal of improving work order capture, and completion
- MCCA turned a corner from continual catch up with deferred maintenance to property improvement and beautification.
- The final months of the windows policy show a vast improvement to the look of MCCA buildings as most owners have complied with the policy.

Ratification, Approval and adoption of Board actions

Moved by LT Young Louis Hahn and seconded by Fred McGuire, actions of the Directors taken or made on behalf of the Association since the last annual meeting of May 7, 2018, be ratified, approved and adopted. Unanimously approved.

Election of Board Members

The MCCA Board is seven members. Terms are two years, staggered so that one-year four members are elected, and the next year three.

Unit Owner, Carolyn Milter, chair of the Nominating Committee, reported that the committee met on February 22, 2018.

Ms. Milter reported that the Nominating Committee received three nominations for the MCCA Board for 2019. They were Karen Schiavone, Jessica Schreiber & Bob Sieck.

Mr. Fine noted that the MCCA Board had accepted the recommendations of the Nominating Committee during the February 2019 Board meeting and that the names had been provided to all Unit Owners with the notice of the annual meeting and Proxy material.

The Election Committee reported that based on the Proxies and ballots submitted, the four nominees are elected.

Old and New Business

Mr. Fine noted that there was no old business.

There was no New Business

Adjournment

It was moved that the meeting be adjourned. The motion was unanimously approved, and the meeting was adjourned at 7:35 pm.

To Be Approved at the May 4, 2020 Annual Meeting

Scott Fine
Board President

Date

John Beeker
Board Secretary

Next Annual Meeting: Monday May 4, 2020