

**The Manor Homes at Aldingbrooke Condominium Association
2018 Annual Meeting Minutes of June 16, 2018**

**Drake Sports Park Shelter
6801 Drake Road
West Bloomfield, MI**

1. Call to Order and Welcome – President Freund called the meeting to order at 11:00 a.m. and welcomed co-owners to the 2018 Annual Meeting.
2. Determination of Quorum – It was determined that 39 units were represented in person or by proxy, constituting a quorum as required.
3. Introductions – President Freund introduced Board Members and the management team representatives:
 - Board Members: Gert Freund, Jeffrey Tapper, Arnold Budin, Shelia White and Arthur Cotsonika were introduced.
 - Herriman & Associates, Inc. representative Helene Haratsaris, Community Association Manager, and assistant, Sue Huss, were introduced.
4. Statement of Notice of Meeting – Notices for this meeting were mailed to all co-owners of record on May 22, 2018 and May 31, 2018.
5. Approval of Last Annual Meeting Minutes – Gerald Mandell (U5) moved to accept the June 3, 2017 Annual Meeting Minutes as presented, seconded by Jeff Tapper (U34). Motion passed, all in favor, none opposed.
6. Reports of Officers
 - President's Report – President Freund discussed current Association issues, highlighting lightbulb replacements, the need to secure trash, with attention to co-owner maintenance procedures for windows, decks, and balconies to lessen building damage.
 - Treasurer's Report – Treasurer Arnold Budin reviewed Association expenses, indicating that the yearend 2017 audit was clean, reviewing costs and ways co-owners and the Association could hold or decrease repairs through timely reporting and attention to detail. With roof replacements coming in the reasonably near future, each expense will need to be carefully monitored to avoid additional assessments.
 - The Board offered a signup sheet for anyone wishing a copy of the 2017 audit and indicated that notebooks were available for co-owners to enter questions and issues for which they were seeking a response.
7. Recognitions – Terms are expiring for two Board members: Gert Freund and Arnold Budin. These Board members have dedicated hours of service and commitment to the community.
8. Appointment of Inspector(s) of Election – President Freund appointed two persons as inspectors for the election, Judy Davis (U62) and O'Neal Wright (U100).
9. Election – Two positions are open for election. Two nominations were received prior to the meeting, being Gert Freund (U60) and Arnold Budin (U35), with nomination from the floor of Keyon Payton (U29). Suzanne Bell (U82) moved, Gerald Mandell (U5) seconded, to close the nominations. Motion passed, all in favor, none opposed. Three persons are on the ballot, with two positions open. The inspectors collected and tallied the votes.

- 10. Open Discussion for Items of General Interest:
 - Concerned landscaping is not measuring up to other communities; dead plants, weeds, and long term multiple issues;
 - Concern over light bulbs and light fixture performance;
 - Asphalt concerns were many regarding appearance and performance of the new roads and driveways and the need to correct issues under warranty;
 - Communication with management and services are seen as an ongoing concern; reviewed procedures and effective means of communication;

- 11. Results from 2018 Board Election – The membership elected Arnold Budin and Keyon Payton to serve on the Board for two year terms expiring in June of 2020.

- 12. Adjournment – With no further business to come before the assembly the consensus was to adjourn the meeting to enjoy the BBQ. President Freund declared the meeting adjourned, all in favor, none opposed. Meeting adjourned at 12:15 p.m.

Respectfully submitted as recorded by:

Helene E. Haratsaris
Community Association Manager
Herriman & Associates, Inc.

Approved On: _____

President, Arthur Cotsonika

Secretary, Jeffrey Tapper