

The Quintet Condominiums Home Owners Association Annual Meeting

Meeting was held by Zoom Teleconference

Present: Tom Cherry, Chairperson
Susan Morningstar, Director
Elva Kopacz, Director
Ken Rinehart, Director
John Gilchrist, Director
Philip Wu, Director
Louise Lague, Director
Tom Lichty, Treasurer
Mary Fran Faupel, Secretary

Managers: Rae Gonzalez, Property Manager, Kin Living
Tim Miller, Portfolio Manager, Kin Living

I. Call to Order:

Manager Miller called meeting to order at 6:02 pm (50 were on zoom call)

II. Certification of Quorum

Manager Miller performed a roll call of absentee ballots received and unit owners in attendance and Zoom Roll Call. Zoom Roll Call conducted by voice. Manager Miller reported that **114** votes had been received, constituting **55.34%** of the ownership, thus the Association could proceed in conducting business as the annual meeting quorum requirement is 40%.

III. Approval of 2022 Association Meeting Minutes.

The minutes of the Annual Meeting Dated April 2022 had been distributed to Board members for their review.

**Motion to approve by Tom Cherry, Seconded by Susan Morningstar.
Unanimous approval.**

IV. Reports of Officers:

- Chairperson: Chairperson Cherry said that his accomplishments were done by working closely with the various committee chairs. We had a

busy year, but much was accomplished. He reminded homeowners that there is a meeting scheduled for April 3, 2023, at 6:00 pm via Zoom to vote on the B2 planter box design, either the proposed plaza design or the raised bed design similar to Building 1. He opened the floor for specific questions; none offered.

- Secretary: Secretary Faupel mentioned that the homeowner who had volunteered to be the Treasurer this year had to withdraw her offer due to unexpected circumstances. The Board will need to elect a new Treasurer in the Organizational portion of this meeting.
- Treasurer: Treasurer Lichty (outgoing) thanked his Finance Committee members by name for all of the hard work they had done in the Finance Committee. He briefly described the main job of the Treasurer which is to compare invoices with outgoing checks. He stated that the Treasurer does not need to be a CPA and that actually, the best qualification of the Treasurer is to review the finances from a homeowner's perspective.

Tom will also stay an active member of the Finance Committee, although, not the Chairperson of it.

Main accomplishments were to increase the pay scale of our three Quintet employees, Maria, Pedro, and Jose, as well as providing each of them with a \$3500 bonus. He also managed to factor in an additional maintenance person in this year's budget. Expenses have gone up, mainly due to utility and personnel costs. Increased expenses were clarified.

- We are repaying to our Reserves \$82,000.00 that we borrowed from Reserves last year to pay for the damage done by an ice storm. Our **Budget is at \$1,311,000**. He mentioned that the committee's work decreased a potential 6 million dollar a Special Assessment to a 5 million dollar Special Assessment.

To date, only 8 households have not submitted their assessment payments.

V. Election of Directors

- Announcement of Results:

The following homeowners were elected to the Board by the plurality of votes. They are:

Mary Fran Faupel, Jane Edwards, and Nancy Martin.

VI. New business

- **Tax Ruling 70-604.** This is a Tax Election under IRS Revenue Rule 70-604 which allows the Association to “roll-over” any excess member income received during fiscal year from the current tax year to the next tax year without paying tax on this excess member income.

The ruling passed unanimously by the homeowners.

- Director Gilchrist asked if he could bring up an issue from last month’s meeting. Manager Miller said this could be discussed in a Board meeting that will follow at the conclusion of the Annual Meeting.
- S. Morse challenged validity of election. Discussion followed: several persons corrected the errors in Morse’s history/explanation and verified this election WAS valid.
- Ad hoc committee is working to review Property Management options

VII. Adjournment: Of the Annual Meeting

Motion to Adjourn made by Director Gilchrist, **Seconded** by Director Wu. Unanimous approval.

Adjournment at 6:49 pm

GO TO NEXT PAGE FOR MINUTES OF HOA BOARD MEETING THAT FOLLOWED THE ANNUAL MEETING.

**QUINTET HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
(HELD BY ZOOM AFTER ANNUAL MEETING)**

I. Call to Order

Chair Cherry called meeting to order: 6:53 pm

II. Selection of Board Officers

After nominations, and voting by the Board, the following were elected to the following offices:

Chairperson: Mary Fran Faupel, John nominated Mary Fran as chair, seconded by Susan Morningstar; Louise nominated Tom as Chair; Mary Fran selected by a vote of 4 yes, 3 abstained.

Treasurer: Jane Edwards, by unanimous vote (accepts temporarily).

Secretary: Nancy Martin, nominated by Susan Morningstar, seconded by Mary Fran; selected by unanimous vote.

III. Old Business

III. Old Business:

- a. Director Gilchrist **discussed that we have received the two required bids to do calking on the windows in units 543 and 534** due to water intrusion into those units. PONO had done an inspection but the true source of the water intrusion, chimney cap or window, could not be determined. However, it was decided that this an HOA responsibility for the cost of the repair since it is part of the “building envelope”. Currently there are 2 bids, one for \$15,000 and another for \$5,000. The difference in pricing is due to the use of scaffolding, the more expensive bid, or using other equipment that can safely access the windows from the roof for the less expensive bid.

Director Gilchrist moved that the bid from Tatley Grund, not to exceed \$5,500, be accepted to do calking of the windows in question and to be given a high priority. Tim Miller then confirmed that both units (534 & 543) should be included in the scope of work, which Director Gilchrist confirmed was his intent.

Motioned by Director Gilchrist/Seconded by Director Cherry. Unanimous approval.

- b. There was a general discussion regarding the **vote for the planter box design scheduled for April 3rd**. Some homeowners have not yet received their ballots. Those who have received the ballots discussed confusion with the wording.

Motion to clarify wording on the ballots to more easily understandable and to mail revised ballots in time to have a rescheduled meeting on April 10th.

Motion made by Director Gilchrist, **Seconded** by Director Morningstar, unanimous approval.

- c. Treasurer Edwards suggested that for next year, the Annual Meeting Agenda also include a Board Meeting at the conclusion of the Annual Meeting. This is to avoid the confusion that occurred at this evening's meeting when legitimate concerns were raised.
- d. Move to Adjourn the meeting.

Motioned by Director Cherry, Seconded by Director Gilchrist; unanimous approval.

The Meeting was adjourned at 7:43 pm