

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
2019 Annual Meeting
Minutes of February 19, 2019

I. Call to order

Nancy Creel, Secretary, called to order the annual meeting of the Hunters Square Board of Directors at 7:03 p.m. on February 19, 2019, at the Offices of Burke Community Management Group, Manassas, Virginia. This was the second attempt to reach a quorum which was successful.

II. Members Attending

Board Members: Tamaria Raleigh and Nancy Creel. Suzanne Allen, absent.

Burke Community Management Group represented by Joyce Mullins.
Residents and Guests: Lila E. Villarreal-Monterrosa, Luis Aguirre, Kathy Jose, Linda Dickson, and Michael Youlen. Twenty residents represented by proxy.

III. Proof of Notice of Meeting

Proof of Notice of Meeting was presented and quorum was met on the second attempt by attendance and proxy.

IV. Approval of January 24, 2018, Annual Meeting Minutes

Tamaria motioned to accept the minutes of the 2018 Annual Meeting which was seconded by Linda Dickson and the minutes were approved.

V. Financial Review

Management presented the 2018 Balance Sheet and Income Statement. Total operating income for 2018 was \$401,499.29. Total operating expenses for 2018 was \$415,265.92. An overage of \$13,766.63 was due to plumbing maintenance. The Reserves account balance is \$81,979.38. Payments on the association loan of \$464,059.56 obtained in September 2016 are being paid from the Replacement Reserves Account and \$63,200.10 has been repaid during 2018.

VI. Year in Review

The following accomplishments for 2018 were noted:

- a) five dog stations were installed throughout the community;
- b) aggressive collection of delinquent assessments;
- c) issuance of new parking passes;
- d) regular contributions to the Reserve Account;
- e) improved lighting for parking lots.

Goals and Projects in 2019 include:

- a) landscaping upgrades;
- b) tree work and landscaping;
- c) proposed dog park;
- d) hall painting.

VII. Open Forum
Open forum held.

Suggestion was made to install a bike rack on Caspian Way. The board will consider at the next regular meeting.

Discussion on the increasing number of commercial vehicles in the community parking lot. The Board and Management will review the bylaws and compliance. The Board and Management will review an area within the community that can be designated for commercial vehicle parking and, prior to enforcement of the bylaws, will issue a thirty day notice to residents for compliance.

VIII. Board Nominations and Elections

There was one board position open for election for a member at large for two years and one vacant board position.

Nancy made the motion to reelect Suzanne Allen to her current board position which was seconded by Linda Dickson. The motion was passed.

Tamaria made the motion to reelect Nancy Creel to the board which was seconded by Kathy Jose. The motion was passed.

IX. Report from Michael Youlen

Michael reported on incidents for the period of November 15, 2018, to the present.

X. Adjournment

Tamaria motioned to adjourn the meeting which Nancy seconded and the motion was carried at 8:09 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____