

KNOLLRIDGE TOWNHOMES ASSOCIATION
ANNUAL MEETING OF THE MEMBERS
Minutes of December 8, 2022

The **meeting** was called to order at 7:01 pm by Keith Lammey, Acting Chair. This was a Zoom meeting.

Notice

It was established that the notice of the meeting was sent out in compliance with the Association documents.

Quorum

A quorum was established with 12 lots represented; 10 lots represented in person, and 2 lots represented by proxy.

Approval of Minutes

A **motion** was duly made by David Burkes and seconded by Gail Saladino to approve the minutes of the December 19, 2021 Annual Meeting of the Members. *Passed.*

Financial Report

Keith Lammey, Association Manager, presented the January through October 2022 Financial Reports and explained the variations from budget. The financial reports had previously been approved at the November 17, 2022 board of directors meeting.

Nomination / Election of Board Members

Brian Rossiter's term ended at this year's Annual Meeting. Brian had indicated a willingness to continue to serve as a board member if nominated and elected.

The Chair opened the floor for additional nominations. There were no additional nominations for the open board of director position. A **motion** was duly made by Neil Goluba and seconded by Gail Saladino to close the nominations and to elect Brian Rossiter by acclamation. *Passed.* Brian Rossiter's term will run until the 2025 Annual Meeting of the Members.

2023 Budget Review

The 2023 Budget which was included with the Annual Meeting Notice was discussed. The Association Manager explained that the assessments would remain almost the same as 2022. The budget was approved by the board at the November 17, 2022 board meeting. No motion was made to reject the budget thus the 2023 budget was ratified.

Other Business

Gail Saladino inquired about sump pumps which some of the units have and suggested that the Association send reminders, perhaps each spring, reminding owners that they need to check their pumps to assure that they are working properly.

Gabriela Quezada asked to have her fence repaired and have the roof checked for leaks.

Tax Resolution

The proposed Tax Resolution was explained by Keith Lammey, Association Manager. The resolution, if adopted, would permit the association to either refund any excess assessments to the Members or to use the

excess funds to impact the following year's assessments. This resolution would enable the Association to comply with IRS Rev. Rul. 70-604.

After a brief discussion a **motion** was duly made by David Burkes and seconded by Gail Saladino to adopt the Tax Resolution. *Passed.*

Adjournment

With no further business to come before the Members, a **motion** was duly made by Brian Rossiter and seconded by Neil Goluba to adjourn the Annual Meeting of the Members. *Passed.* The meeting was adjourned at 7:38 pm.