

## **ARBOR HILLS ANNUAL MEETING**

Clague Media Center – October 25, 2012

**Board Members Present: Elaine Kennedy, Ig Justyna, David Finnegan and Carla Charlebois**

**Management Company Present: Ralph Marcus**

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6:30 – 7:05	Check In
7:05	Call to Order – A quorum was reached with attendance and proxies totaling 96.
7:06 – 7:10	Board members introduced and committee sign up sheets passed out.
7:10 – 7:12	October 2011 Annual Meeting minutes read and approved verbally.
7:12 – 7:15	Introduction of Ralph Marcus, Marcus Management, and comments by Ralph.
7:15 – 7:23	2012 Year In Review <ul style="list-style-type: none"><li>– New management company, Marcus Management</li><li>– Road seal-coating</li><li>– Front entrance landscaping overhaul</li><li>– Shrub replacement in front islands</li><li>– Storm drains vacuumed of silt</li><li>– New and replacement street signs</li><li>– New Neighborhood Watch Group re-formed</li><li>– Neighborhood policies updated</li><li>– Downed tree removal</li><li>– Curb repairs</li></ul>
7-23 – 8:00	2013 Budget presented. Discussion topics: <ul style="list-style-type: none"><li>– Review of 2012 budget vs. actual expenses</li><li>– New contractor for snowplowing and contract details</li><li>– Review of how to contact Marcus Management with any issues</li><li>– Postage expenses included in budget</li><li>– Process for detention and retention pond silt removal</li><li>– 2013 planned Reserve Fund expenditures</li><li>– 2013 Management company fees and role of management company</li><li>– Motion to accept the budget – Larry Foti</li><li>– Second – Chuck Daniels. Unanimously approved.</li></ul>
8:00 – 8:05	Presentation of Nominees – Jil Kulhanek and Vance Allen. In addition, Kami Meader was nominated as a write-in candidate.
8:05 – 8:20	Ballots were cast and counted by the Inspector of the Election – Ralph Marcus. New Board Members are Jill Kulhanek and Vance Allen.
8:25	Open discussion period: <ul style="list-style-type: none"><li>– Late fee discussion by co-owners present</li><li>– Discussion of dues for 2012</li><li>– Discussion of items on Home Inspection sheet</li><li>– Request made to make master documents in searchable format</li><li>– Question on response time from management company – Ralph indicated most issues will receive a response within 24 hours.</li></ul>
8:27	Meeting adjourned