

**Minutes
Colonial Village III
Annual Meeting
20 October 2008**

Call to order:

With a quorum of unit owners voting by proxy and in person of 30.353%, the meeting was called to order at 6:48 P.M. Present at that time were Eric Nicoll, president; Cheryl Concelman, vice president; Dennis Gerrity, secretary; and Charlie Clark, member at large. Greg Edwards and Pete Mechak of CMI were also present at that time.

Executive Session:

Mr. Nicoll moved that the open session of this meeting be adjourned, and the board, Mr. Edwards and Mr. Mechak convene in executive session for the purposes of discussing CMI's management of CVIII. Mr. Gerrity seconded this motion, and it was approved unanimously at 6:48 p.m. Mr. Gerrity moved that the executive session be adjourned and the board return to open session. Ms. Concelman seconded this motion, and it was approved unanimously at 7:05 p.m. Unit owners Greg Bain, Lauren Bruce, Michael Brooks, Amanda Hunt, Linda Johnson, Peyton Palmore and Larry Poe; association manager Paula Covington; and maintenance engineer Stan Kiman joined the meeting at that time.

Proof of Notice of Meeting:

All unit owners in attendance acknowledged the timely receipt of notice of this meeting.

Reading and Approval of Minutes:

Mr. Nicoll moved that the minutes of the 17 October 2007 Annual Meeting be approved without change. Mr. Gerrity seconded this motion, and all approved it except unit owners Greg Bain, Lauren Bruce, Linda Johnson, and Larry Poe, who abstained because they did not attend that meeting.

Unit Owners Forum:

Ms. Hunt asked if alternative nighttime parking was available during the two days CVIII's parking lot was recently closed for maintenance, and if so, why had mention of it not been included in notices advertizing this closure. The board said alternative parking was available at various locations outside of Colonial Village on Rhodes St, Key Blvd. and Veitch St. The board apologized for not including mention of off-site parking locations in notices of the closure of CVIII's lot. Mr. Brooks asked for the name of the company that supplied laundry machines to CVIII and how much income CVIII received from these machines. The board said the company's name was HOF and CVIII received about \$8,000 annually from the money residents paid to use these machines. Mr. Brooks said that a machine in the laundry room located in 1729 Queens Ln. had been broken for some time. Ms. Covington said she would ask HOF to repair this machine. Mr. Brooks said residents were blocking aisles in a storage room at 1728 Queens Ln. with personal possessions. Mr. Kiman said he would remove these items. Ms. Bruce and Mr. Bain introduced themselves as closing on the purchase of a unit in CVIII. The board welcomed them to the community. Mr. Poe asked about the condition of the Wilson Blvd. and north gates. The board said there continued to be occasional problems with vandalism and equipment malfunction. Mr. Poe noted that the two picnic tables at the bottom of the hill in front of 1821 N. Rhodes St. were in poor repair. He suggested that they be replaced and other improvements be made to this area. The board agreed to consider Mr. Poe's suggestion in more detail at a future meeting. Ms. Johnson suggested that the property management office at 1903 Key Blvd. have extended hours one day a week as a convenience to residents with busy schedules. She suggested that it either open early at 7:00 A.M. or close late at 7:00 P.M. The board agreed to explore extended hours for the office with the other three Colonial Village communities. Mr. Palmore said he felt CVIII was in excellent shape. He thanked members of the board for their time and effort during the past year. Several owners asked about the status of Verizon's installation of fiber-optic cable. Mr. Kiman said the Verizon was finished wiring CVIII, but neither he nor members of the board could say if Verizon had begun offering its FiOS package of services to residents of CVIII.

Reports of Officers:

Property Management Firm: Mr. Nicoll informed those attending the meeting that CVIII had joined CVI, CVII and the Commons in hiring a consulting firm, Cummings and Associates, to solicit proposals to manage the four communities. Cummings and Associates would survey the physical condition of each of the four communities; it would review their governing documents and various contracts; it would discuss with board members their concerns about the management of their respective communities; and then it would prepare and submit requests for proposals from four property management companies, including the current firm, CMI. Mr. Nicoll said this was the first time in CVIII's twenty year history that bids would be solicited on its property management contract. Mr. Nicoll said that the board expected this search process, regardless of whether or not there was a change in management, to result in cost effective improvements in the operation of CVIII.

Property Manager: Mr. Nicoll said that CMI was still searching for a permanent replacement for David McPherson as property manager for the four Colonial Village properties. He said the board was pleased with performance of Ms. Covington as interim manager.

Management Report:

None.

Committee Reports:

None:

Election of Members of the Board of Directors:

Mr. Nicoll explained the requirements of the CVIII By-Laws with respect to the election of members of the board of directors. Mr. Nicoll said that there was one vacancy for a three-year term this year. **Inspectors of Election:** Unit owners Michael Brooks and Amanda Hunt were appointed inspectors of the election of members of CVIII's board of directors. **Candidates for Election to Board of Directors:** The name of Joseph C. Clark appeared as a candidate on the proxy statements distributed prior to this meeting. Mr. Nicoll asked if anyone else present was interested in standing for election to the board, and if so, to please step forward. No one did. Mr. Clark then briefly introduced himself to the rest of the meeting's attendees. **Election Results:** The common element interest voted by proxy and in person for Mr. Clark at this meeting totaled 29.9%. Therefore, Mr. Clark was elected to a three-year term as a member of CVIII's board of directors.

Seating of Officers:

Mr. Nicoll noted that Mr. Haley had not been able to attend this meeting, and moved the seating of officers of CVIII's Board of Directors on an acting basis until all members were present as follows: Eric Nicoll, president; Cheryl Concelman, vice president; Kevin Haley, treasurer; Dennis Gerrity, secretary; and Joseph Clark, member-at-large. Mr. Gerrity seconded this motion, and it was approved unanimously.

2009 Budget:

Mr. Nicoll reviewed CVIII's proposed 2009 budget. He pointed out those line items for which costs were expected to increase in 2009 and briefly explained why. He said that a 3.17% in annual assessments was necessary to balance this budget. Mr. Nicoll said that CVIII's board would vote on this budget at its regular October meeting immediately following this meeting.

2009 Annual Meeting:

The date, time and location of CVIII's 2009 Annual Meeting will be announced in September 2009.

Adjournment:

Mr. Nicoll moved that this meeting be adjourned. Ms Concelman seconded this motion, and it was approved unanimously at 7:43 P.M.