

**Capitol City Gold Club Estates Homeowners Association
Minutes of December 11, 2018 Board of Trustees Meeting
VIS Office
8617 Martin Way East
Lacey, WA 98516**

Board Members Present: Larry Dittloff, Randy Luke, Ed Obie, Darroll Steiner, and John Leo
VIS Representatives Present: Sahara Burson

Board Members Absent: David Luhr, Kevin Rae

Open Forum: Gina Carlson, Owner of, Lot 276, expressed concerns about the Association's collection attempts. Burson and Dittloff indicated that they would review her situation and get back to her and the Board by no later than the next Board of Trustees meeting.

Call to Order/Establish a Quorum: With five members being present a Quorum was declared by the President at 6:15 PM and the Meeting was called to order.

Approval of Board Meeting Minutes from October 11, 2018 were approved, as submitted, by a 5 – 0 vote upon a motion by Steiner and seconded by Luke.

Confirmation of elected Officers: Dittloff was elected President for 2019 by a vote of 5 – 0 upon a motion by Luke and seconded by Obie, Steiner was elected Vice President by a vote of 5 – 0 upon a motion by Dittloff and seconded by Luke, Luke was elected as Treasurer by a vote of 5 – 0 upon a motion by Obie and seconded by Steiner and John Leo was elected as Secretary upon a vote of 5 – 0 upon a motion by Obie and seconded by Steiner. The Board also confirmed the election of new and absent Board Members: Luhr and Rae by a vote of 5 - 0. Another person was elected to the Board at the November 15, 2018 Membership Meeting but it was later discovered that that individual was not in Good Standing and until a resolution can be made by that person that they could not be confirmed by the Board of Trustees as a member.

Committee Reports: Due to the fact there had been an oversight by VIS in getting a proper notice and Agenda out to all Board Members and the fact that a member present would have to leave early creating a non-Quorum situation Committee Reports were dispensed with in the name of brevity.

Treasurer's Report: Luke gave a shortened version of his report by saying that as of the end of November that accrued income was \$139,221 with expenses being \$125,694 and that he was projecting that there will be excess funds at the end of the current fiscal year and that those excesses could be applied to the Reserve Fund.

Old Business: In the name of brevity no report was given

New Business:

The DRAFT version of the 2017 Audit of the Association's Financials by Newman & Associates, PA, PC was distributed to members present. It was noted by Dittloff that he is still reviewing the findings and has questions.

The VIS Contract for 2019 was also distributed and a discussion ensued. It was noted that the VIS Contract will rise by 6% in 2019 due to their increased expenses. That 6% was anticipated and was figured into the 2019 Operating Budget of \$143,260.00 which includes a yearly increase in individual lot assessments (Dues) of \$100. Total dues for 2019 will be \$320.00. Dittloff noted that other than the 6% increase and increased cost for escrow demands, the contract is exactly the same as 2017. Obie asked if there was an increased benefit with the higher VIS cost. Burson said that the 6% was inclusive of a 3.1% COLA (for our area in 2018) and a 2.9% increase for actual VIS operating expenses. Luke made a motion to allow the President to sign the VIS Contract which was seconded by Obie. The Motion passed 5 – 0.

The **Compliance Committee** will meet on December 27, 2018 to discuss modifications to the existing *Compliance Policy* and to review the overall performance of VIS in 2018.

Next Meeting: January 17, 2019, VIS Office 8617 Martin Way East, Lacey, WA 98516

Executive Session: A motion was made by Steiner and seconded by Luke to go into Executive Session for the purpose of discussing various Account Appeals, privileged Attorney Communications, Delinquencies and related matters.

(Executive Session Followed)

A motion was made by Steiner and seconded by Leo to come out of Executive Session.

A motion was then made by Steiner and seconded by Luke to allow our Attorney to negotiate a settlement with account #84195.00.

A motion was then made by Obie and seconded by Luke to authorize VIS to speak to account #84376.00 about a settlement.

Steiner mentioned that a Lot near his house had submitted an Appeal about parking in late October and that the Association has not yet acted upon it. It was mentioned that the Board could not consider it in November because of the Membership Meeting. Burson said that due to our time constraints at this meeting that it will have to be on the Agenda in January. Steiner noted that the parking that was cited has remained, as is, until a final decision by the Board.

Dittloff stated that the Board had made a decision about waving certain fees, delinquencies and the like on account #84112.00 and account #84361.00 earlier this year and that the Receivable Accounts did not reflect that action. Burson said that she is working with the Daughter (The

Owner is incapacitated according to the Daughter) so that she could speak for both lots and will get back to the Board at its January meeting

Adjournment: The president declared that the Board of Trustees Meeting was adjourned at 7:38 PM

Respectfully submitted,

Larry Dittloff
President, CCGCE HOA