

2017 HOA Annual Meeting Minutes of the Lakes of Bailey Ranch  
Sunday April 1<sup>st</sup>, 2017  
Location: Owasso Public Library

Meeting called to order by Michael Trzebiatowski at 2.05 pm

Quorum Present \* 26 total\*

Welcome and Overview presented by Michael Trzebiatowski

Roll Call

Present: Paula Neill, Michael Trzebiatowski, Cliff Haley & Ellen Kelly

Not Present: Don Jackson, Karen Johnson, Jason Williams, & Judy Leighton

Proof of notice of meeting was presented in the form of the insert containing meeting information for date, time and place that was mailed to residents sent by HOA Management Inc. with annual dues notification.

Reading of 2016 meeting by Paula Neill:

Motion to accept minutes of last meeting made by Robert Kress 2<sup>nd</sup> by Ron Neill. Motion carried by unanimous vote

Terms expired: Jason Williams, Michael Trzebiatowski and Judy Leighton. Due to family obligations Karen Johnson advised she could not continue with her term limit.

Nominations for HOA Board members: Michael Trzebiatowski, Belinda Pruitt & Ryan Heape.

Motion: moved to accept Michael, Belinda and Ryan made by Paula Neill. 2<sup>nd</sup> by Ellen Kelly. Motion carried by unanimous vote

Paula Neill made motion for Michael Trzebiatowski to remain as President, 2<sup>nd</sup> by Robert Kress, carried by unanimous vote.

**Director Reports** – Presented by Michael Trzebiatowski

Michael Trzebiatowski advised members that an emergency occurred when Metro HOA defaulted on their responsibilities and discontinued paying bills. The Board was already researching other options to replace Metro HOA upon the end of the contract for failure to meet expectations. After interviewing other companies Michael advised that the board had engaged in a contract with HOA Management Inc. A question was raised on whether the homeowners were supposed to be notified in advance and vote on it. It was explained through the by-laws that the board had the authority to make this change without prior notification.

Michael Trzebiatowski explained that due to our severing of the contract with Metro HOA and our attempts to collect past due accounts via court action, it was shown a need to change banking institutions. Our accounts are now with BOK. A question was raised if an audit of the books was needed. Michael and Ellen explained they had done an audit and felt that to the best of our knowledge everything was accounted for. He explained the amount of time he and Ellen spent reconciling due to the poor financial records kept by Metro HOA.

Kim was introduced to the group and explained their roles and gave out business cards to anyone that wanted it. She advised the homeowners they took their direction from the board. She told the members they could contact them at any time to see any records, however, if a copy was wanted there would be a charge for it.

Ellen Kelly explained our process on delinquent accounts. After thorough review 10 accounts greater than \$500 behind were given demand letters notifying we would take to small claims court. All but 1 was paid. Ellen represented us in court and resolved the final account. We are now only 4 accounts still in arrears but less than the \$500 limit set.

#### Projects Completed:

- Erosion on North Pond was repaired and the overflow of the Center Pond was repaired. Additional money was spent on clearing out inflow of North Pond
- A 2<sup>nd</sup> circulator for the Center Pond was installed and the Pond was restocked by ProAquatics
- City of Owasso has begun the clean out of the inflow ditches for the North Entrance.

2017/18 Budget and Financials presented by Michael Trzebiatowski.

Budget: Income \$57,989, Expenses \$44,599, excess \$13,390

Cash Flow:

\$34,000 in the cash account

\$40,000 in the reserve account

Motion: moved to accept by Ron Neill.. 2<sup>nd</sup> by Cliff Haley... Motion carried by unanimous vote.

#### **New Business:**

- Michael Trzebiatowski advised members the Board had rebid the landscaping company and had entered into a contract with another lawn company. In addition this company will winterize our sprinkler system.
- Report from Pond Committee Chair Paula Neill. Informed members bids were received for additional clean out of the North and South Ponds. \$6,500 for the North Pond where the city stopped their clean out and additional sprucing of the inflow area. \$6,800 was for 4 areas that needed dirt, cat-tails rock and felt repair on the South Pond. There was a discussion on fountains for the Ponds vs the circulator.
  - Motion made by Dennis Summers to complete both Ponds, Motion made to table by Robert Kress and 2<sup>nd</sup> by David Hottel. Motion passed by majority vote.
- Michael Trzebiatowski discussed with the members the 3 quotes given for the new fence for the addition. Each bid was discussed at length with the members. It was decided a committee would be formed to bring to the board new bids of equal requirements wanted by the committee. It was discussed and agreed after the bids were complete a special meeting would be called for the homeowners to decide on doing all the fence this year or half the fence this year or wait and collect more dues to redo the fence next year.
  - David Hottel and Robert Kress agreed to be on the Fence Committee.
  - Committee to bring bids to the Board within 30 days.
  - HOA Management will send out notifications of the special called meeting and signs will be posted at the entrances to advise all homeowners.

- Michael Trzebiatowski presented a modification to the By Law clarifying a late fee would not be assessed on late fees only. After discussion Dennis Summers made motion to accept 2<sup>nd</sup> by Ryan Heape passed by majority vote. Amended By Law attached to minutes.

**Open Discussions:**

- Michael brought up the block party this year and asked for interest from the group, after discussion it was determined we would not pursue the block party this year.

Motion moved by Ryan Heape to adjourn 2017 Annual Meeting of Lakes of Bailey Ranch HOA, seconded by Cliff Haley. Motion carried by unanimous vote.

Meeting adjourned at 3:45 pm