# SEQUOYAH PLACE HOMEOWNERS' ASSOCIATION, INC.
**1221A Sequoyah Place, Edmond, OK 73003**

## Minutes of the Annual Meeting of the Members
**October 20, 2014**

The Annual Meeting of the Members of Sequoyah Place Homeowners' Association (the Association) was held at the Edmond Downtown Community Center, 28 East Main, Edmond, Oklahoma on October 20, 2014, commencing at 7:00 p.m., pursuant to written notice given by the Manager.

**Attendance:**

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| Maribeth Belcher | Jamie Kemp | Lynette Lunsford | Kelly Smelser |
| John Boone | Linda Lamon | Carol Payne | Teri Smith |
| Mimi Boone | Chris Lee | Wade Schuller | Candi Tate |
| Jennifer Duncan | Colleen Levisay | Robert Sheehan | Marlin Wilton |

**Quorum**

18 units were represented in person or by proxy. Teri Smith advised that there was a quorum (7 members) in accordance with Article III, Section 4 of the By-Laws of Sequoyah Place Homeowners' Association, Inc., to lawfully transact business.

**Call to Order**

The meeting was called to order by the President, John Boone.

**Introductions**

John Boone thanked all for attending and introduced the members of the board.

**Financial Report**

Teri Smith (Association Accountant/Manager) presented the financial report. Ms. Smith reviewed the financial statements, which had been provided to the Members along with notice of the meeting, and included the following:

- Profit & Loss Statement – January through September 2014
- Balance Sheet as of September 30, 2014

The major expenditure was the street repair costing \$21,315 of which \$9,500 was included in the Profit & Loss statement for the period of January through September 2014. The balance of \$11,815 was paid in October. There are an additional six areas of street repairs to be completed over the next several years. Colleen Levisay suggested the funds in the CD account may earn better interest in a mutual fund account. After further discussion, the consensus was to leave it in the CD account. On motion duly made and seconded (R. *Sheehan /C. Payne),* the Members approved the financials as presented.

**Approve the Budget for 2015**

T. Smith reviewed the proposed 2015 Budget. The 2015 budget reflects an increase for insurance premiums, based on current cost, and legal fees to provide for amending the Covenants and Restrictions. On motion duly made and seconded (*R. Sheehan /M. Wilton*), the Budget for 2015 was approved as presented.

The monthly dues for 2015 will remain \$120. Please remember the monthly dues are due the 1st day of the month. If your monthly dues are not received by the Association by the 15th day of the month, <u>a \$25 late fee will be applied.</u> Please include the late fee if you submit your payment after the 15th day of the month.

**Election of Directors for 2014/2015**

The Nominees for Directors for 2014/2015 were included with the annual meeting notice. There were no other nominations from the floor. On motion duly made and seconded (*T. Smith/J. Boone*), the nominees for board of directors as presented were approved.

The following Members were elected to serve as Directors of the Association for 2014/2015, effective immediately following the meeting:

- John Boone
- Marlin Wilton
- Mimi Boone
- Pam Wright
- Candi Tate

**Other Business**

**INSURANCE**

Insurance claims from natural disasters have caused insurance deductibles to drastically change. The deductibles that once ranged from $1,000 to $5,000 are now 2% of the limit of insurance of each insured building for windstorm or hail, subject to a minimum of $100,000 per occurrence. The Sequoyah Place addition consists of 16 buildings for which the deductibles are $6,133.20 each for 9 buildings, $9,530.04 each for 4 buildings, $7,162.40 for 1 building, $8,062.40 for 1 building and $1,000 for the cabana. If all 16 buildings are damaged due to wind and/or hail, the deductible will be $109,543.76. The Association does not have the ability to fund this deductible; therefore, each homeowner should secure Loss Assessment coverage for a minimum amount of $1,564.91 ($109,543.76 / 70) through an HO6 policy. In case of damage due to wind and/or hail, each homeowner will be assessed an even portion of the deductible, or loss, if the damage is under the minimum claim amount of $100,000. Check with your insurance agent, but there is normally not a deductible on a Loss Assessment claim (the homeowner has no out of pocket expense).

The Association does not carry earth quake coverage. Earthquake coverage isn't required by our Covenants and Restrictions or mortgage companies. The approximate cost for the Association to add this coverage is $6,250 per year with a 2% deductible and minimum of $50,000 in damage. This coverage can be obtained by the individual homeowner for as little as $10 per year, so it is much more cost effective for the homeowner to obtain it if you wish to have it.

Jennifer Duncan asked if the Association had obtained quotes for studs out coverage verses as built coverage. Teri Smith advised that the Association's coverage has to be written according to the Covenants and Restrictions. Section 7.8.1 of the Covenants and Restrictions specifies what the Association's insurance policy must cover.

**EXTERIOR BUILDING MAINTENANCE**

Marybeth Belcher inquired as to what is going to be done about the homeowners who fail to maintain the exterior of their units. Many of the units are showing extreme signs of deterioration and are more than likely having an adverse effect on property values. Teri Smith suggested that the Association repair one building at a time, assess the cost to the homeowners, then move on to another building once the costs are recouped. Carol Payne thought the Association might face problems collecting the costs from homeowners. Jennifer Duncan inquired if the Association has ever levied a Special Assessment. Sequoyah Place has not. Special Assessments are common for many associations. A Special Assessment could provide the funding needed for the Association to proceed with repairs that will increase and maintain our property values. The Board of Directors will further explore the available options in the coming year.

Linda Lamon inquired as to who signed off on the work done on the units after the hail storm. John Boone explained that the board did several extensive inspections of the properties. Colleen Levisay reminded that a letter was mailed to each homeowner advising all to inspect their property and report areas that needed attention.

**AMENDMENTS TO COVENANTS AND RESTRICTIONS**

The Covenants and Restrictions do not address insurance deductibles, Loss Assessments, or provide for penalties for infractions of the rules written in the Covenants and Restrictions other than legal action. The Board of Directors will review the Covenants and Restrictions for areas that need to be changed and/or clarified so that they better serve our neighborhood. Once the proposed amendments are compiled, a meeting of the homeowners will be called to present and vote on the changes. If you have ideas, areas that need clarification, or concerns regarding the Covenants and Restrictions, please email them to smithteri@sbcglobal.net or submit them in the drop box by November 1, 2014. Please give this your prompt attention so that your input is included as the documents are being reviewed. The Covenants and Restrictions are available online at oklahomacounty.org, UCC/ROD Search, Advanced Search, Book 7748 Page 1843.

**WINDOWS**

Colleen Levisay asked if single glass windows can be replaced with ones that open. Replacement windows can be windows that open (up and down). The window frames must be either the color of the exterior paint (beige) or bronze. Windows should not have panes. Some recommended window companies include Bob Bergenstein 802-3919, Glass Solutions, and Phillips Glass.

**Adjournment**

There being no further business to come before the meeting, the President entertained a motion to adjourn the meeting. On motion made and seconded (*J. Boone/M. Wilton*), the meeting was adjourned.

Respectfully submitted,

Teri Smith

Teri Smith
Manager, Sequoyah Place Homeowners' Assoc.