

# **DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION**

## **ANNUAL/BUDGET RATIFICATION MEETING MINUTES**

**DECEMBER 7, 2004**

### **Subject to Board Approval**

#### **CALL TO ORDER**

The meeting was called to order at 6:20 p.m. Board members present were Lynn Conroy, Peggy Cottrell, and Bill Pfeiffer. Representing Management Specialists, Inc. were Suzanne Burton, Cindy Travis, and Jeff Pring.

#### **INTRODUCTIONS**

Suzanne introduced herself as the Community Manager, Cindy Travis as a senior Community Manager, and Jeff Pring as a new Community Manager for Management Specialists, Inc. and stated that Cindy and Jeff would be observing the meeting. The Board members were asked to introduce themselves.

#### **PURPOSE OF THE MEETING**

Suzanne explained that the purpose of the meeting was to conduct the Annual meeting of the Association per their legal documents, to elect 3 new Board members to the Board of Directors, and to ratify the 2005 Budget.

#### **ROLL CALL**

Fifteen homeowners were present either in person or by proxy. Per the Association's legal documents quorum of 20% or 23 homeowners was not met.

#### **PROOF OF NOTICE**

In accordance with Diamond Ridge Estates Declaration of Covenants the official notice of meeting was sent out 14 to 60 days prior to the meeting.

#### **APPROVAL OF PRIOR MEETING MINUTES**

As quorum was not met, the previous Annual meeting minutes could not be approved. They will be presented at the next Annual meeting for approval.

## **PRESIDENT'S REPORT**

Lynn Conroy gave a presentation on the past, present and future development of the community. She thanked Board members Audrey Shaneyfelt and Lisa Buckley for their time and contributions to the Board of Directors. An update on homeowner committees including the Architectural, Social, Landscape, and Recreation Committee was presented. The Mahler Ranch sidewalk issue was discussed and the new Fine Policy revision was explained.

Dan Conroy discussed the strengthening of the Architectural Design Standards and Al Link explained a revision of the Landscape Design Standards, including the collection of \$200 Design Review Fees.

Lynn gave an update on the Brookwood project and the funds the Association would be receiving for water rights. Also discussed were upcoming new street signs, pool equipment enclosure, parkway curbing, the entryway island improvement, mail kiosk enlargements, pool and clubhouse lighting, replacement of entryway trees, and the sales office usage.

## **NEW BUSINESS**

Elections – As quorum was not reached, no election took place.

Budget Ratification – The 2005 budget was presented and ratified per their legal documents stating that to reject the budget 57 homeowners must be present at the meeting. The homeowners requested that their next annual budget be presented in a comparison format to compare current year figures to proposed 2006 figures.

## **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 7:35 p.m.

## **GENERAL DISCUSSION**

As quorum was not met, another Annual meeting will be planned in January to elect new Board members.

SB/dag/DRE