

# **City Commons at South End COA Annual Meeting**

February 14, 2017, 6:00 PM

Leadership Memphis

## **MINUTES**

Owner Attendees: Brandi Brooks, Daniel & Marisa Dehaan, Mario Fortney, Laura Hollis, David Macintosh, Kimberly Ann Marsh (proxy), Terry & Tracie Napier (proxy), Tori Keskey, Sean Pedigo, Debbie Reed, Barry Shaw (proxy), Michael Warren, Julianne Watt, Joi Wilson.

Dave Macintosh called the meeting to order at 6:05 p.m.

All owners who were present signed in and proxies were noted.

The meeting notice was mailed on January 13, 2017 within the requirements of the By-Laws.

Elizabeth read the 2016 Annual Meeting Minutes.

While a quorum was not present, Dave Macintosh and Laura Hollis agreed to continue to serve on the Board of Directors. Dave and Laura appointed Brandi Brooks to fill the 3<sup>rd</sup> position on the Board. Joi Wilson and Sean Pedigo were named Directors in Training.

Elizabeth reviewed the 2016 financials.

The repairs to individual units are still in progress.

Elizabeth and Amanda continue to coordinate repairs with the contractor and owners.

The Board has approved 2 HVAC contractors to work on the individual units:

- 1) Air Ducts and More is included with most home warranty programs.
- 2) Johnnie Everroad continues to be an approved contractor.

The roofs have been assessed and at this time there is not a need for replacement however, the Board and Management are obtaining proposals for replacement when it is time to do so.

Management continues to work on the FHA approval for City Commons. They anticipate this process to be completed within the next month.

Elizabeth reviewed the 2017 budget. There is no increase at this time.

The only new business item discussed was the Memphis in May procedures. All City Commons vehicles should have a decal. The North entrance will be blocked off on event weekends and the South entrance will be supervised by a courtesy officer.

The meeting was adjourned at 7:27 p.m.