

**COLLIERS HILL MASTER ASSOCIATION, INC.
ANNUAL MEMBERSHIP/BUDGET RATIFICATION MEETING MINUTES
FEBRUARY 21, 2019**

CALL TO ORDER

Notice was given to all members in accordance with the Bylaws of the Association and a quorum was established. Mark L. Eames of PCMS was in attendance and by authorization of the Vice-President of the Board of Directors, Mr. Brock Chapman, called the meeting to order at 6:03 p.m.

APPROVAL OF THE 2018 ANNUAL MEETING MINUTES

Mr. Eames asked the homeowners in attendance to review the January 2018 Annual Meeting Minutes, if they had not already done so. Motion was made and seconded to approve the minutes as written and presented. The minutes were unanimously approved as presented.

2018 FINANCIAL REPORT AND 2019 BUDGET PRESENTATION AND RATIFICATION

Mark Eames reported on the financial condition of the Association as of December 31, 2018, and reviewed the process by State Statute as defined in the Association's governing documents regarding the required members to vote against a proposed budget presented to the members by the Board of Directors.

Mr. Eames noted that there were a couple of options for the members to consider regarding the potential ratification of the proposed budget as presented. Each member was provided a ballot when they signed in this evening to vote for the proposed budget, which that process could be utilized or if there were no members against the proposed budget and since the Association did not have enough members in attendance in person and/or proxy to formally vote against the proposed budget as provided in the governing documents, that a consent vote could be taken with a motion from the floor. With no further discussion, a motion was made, seconded and with no further public comment, unanimously passed by the members present in person and/or by proxy to approve the 2019 proposed budget. The assessment for the Association will remain the same as 2018 at \$96.00 per month.

COMMUNITY SERVICE CONTRACTOR UPDATES

Heather Mundy with the YMCA was in attendance to present an update on the facility, the 2019 pool season and this year's upcoming social events. Mr. Eames introduced Mike Hoefler with Environmental Designs, Inc. and two of his team members that were in attendance to whom have been selected by the Board of Directors as the Association's new landscape management team. Mr. Hoefler provided a detailed background regarding his company, services they provide and what programs they will be implementing this coming season to help improve the overall maintenance of the common tracts that have been turned over to the Association.

DEVELOPMENT PLAN UPDATES

Mr. Chapman provided the membership with a general update regarding the on-going development plans for the Colliers Hill Community. Mr. Chapman asked that if any of the members in attendance had any specific questions to please come see him after the meeting and that he would take down the inquiry and make sure a response was provided back to the member.

HOMEOWNER ITEMS RELATED TO ASSOCIATION BUSINESS

The floor was opened to general questions from the members in attendance.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:25 p.m.

**COLLIERS HILL MASTER HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS RECORD OF PROCEEDINGS
FEBRUARY 21, 2019**

CALL TO ORDER

The Board of Directors for the Colliers Hill Master Homeowners Association, Inc. met at 5:00 p.m. at the Clubhouse. Present were: Directors Richmond and Chapman. Also, in attendance was Mark L. Eames, PCAM with PCMS. Director Richmond asked Mr. Eames to Chair the remainder of the meeting.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST

Mr. Eames confirmed that all general disclosure statements have been filed on behalf of the members of the Board of Directors.

HOMEOWNER PUBLIC FORUM

There were no member/owners in attendance.

OFFICER REPORTS

FINANCIAL REVIEW

The unaudited financial reports through December 31, 2018 were reviewed and presented to the Board. Upon final review and discussion, motion was made and seconded and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through December 31, 2018.

LEGAL UPDATES

The Board reviewed the status of all legal actions that are currently in place and/or pending action with various homes in the community.

MANAGEMENT REPORT

Mark Eames reviewed the correspondence sent out and received for the month. Mark went on to update the Board on the status of all legal activity involving the Association and members in violation of the covenants to the Board of Directors. The Board gave direction to Mr. Eames for responses to several letters of concern, comments pending hearings and/or appeals to the Owners Association.

ADJOURNMENT

Motion was made and seconded and in having no public comment unanimously passed to adjourn.

COLLIERS HILL MASTER HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent

COLLIERS HILL MASTER HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS RECORD OF PROCEEDINGS
JUNE 17, 2019

CALL TO ORDER

The Board of Directors for the Colliers Hill Master Homeowners Association, Inc. met at 5:00 p.m. at the Clubhouse. Present were: Directors Richmond and Chapman. Also, in attendance were Ryan Jacques with EDI Landscape Services, Heather Mundy with the YMCA and Mark L. Eames, PCAM with PCMS. Director Richmond asked Mr. Eames to Chair the remainder of the meeting.

DISCLOSURE OF POTENTIAL CONFLICT INTEREST

Mr. Eames confirmed that all general disclosure statements have been filed on behalf of the members of the Board of Directors.

HOMEOWNER PUBLIC FORUM

There were several member/owners in attendance. Topic of discussion included pool operation for this season, native area care in the common tracts and the new facility that will be constructed at a later date by the Development Team.

OFFICER REPORTS

RECORD OF PROCEEDINGS

The next item of business was to review the February 21, 2019 record of proceedings. Motion was made, seconded and with no public comment, unanimously passed, to accept the February 21, 2019 record of proceedings as presented.

FINANCIAL REVIEW

The unaudited financial reports through May 31, 2019 were reviewed and presented to the Board. Upon final review and discussion, motion was made and seconded and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through May 31, 2019.

LEGAL UPDATES

The Board reviewed the status of all legal actions that are currently in place and/or pending action with various homes in the community.

MANAGEMENT REPORT

Mark Eames reviewed the correspondence sent out and received for the month. Mark went on to update the Board on the status of all legal activity involving the Association and members in violation of the covenants to the Board of Directors. The Board gave direction to Mr. Eames for responses to several letters of concern, comments pending hearings and/or appeals to the Owners Association.

Colliers Hill Master Homeowners Association, Inc.

Board of Directors Meeting

June 17, 2019

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UNFINISHED BUSINESS

Coloco Landscaping: Mr. Eames presented The Board with an e-mail from the previous landscape contractor Coloco requesting payment for services/terms of the previous agreement that were beyond the date of termination of the contract by the Association. After a brief review the Board agreed that the Association did not owe Coloco for services beyond the point of termination based upon the termination provision in the agreement that was acknowledged and signed by both parties.

ADJOURNMENT

Motion was made and seconded and in having no public comment unanimously passed to adjourn.

COLLIERS HILL MASTER HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS

By _____
Secretary/Authorized Agent