

**ROLLING RIDGE CONDOMINIUM ASSOCIATION
INFORMATIONAL SESSION MINUTES- IN LEIU OF ANNUAL MEETING-
DUE TO LACK OF QUORUM
December 14, 2017**

Note: Before the meeting was called to order, Captain TJ DeLitta, the new Station Commander of the Sheriff's station on East Frederick Drive stopped in to introduce himself and hand out his business card.

Meeting was called to order at 7:20 pm.

Attendees:

Betty Holland – President
Nancy Robinson -- Vice President
Tiffany Cook -- Treasurer
Carol Potter – Secretary
Kelly Burcham – Member at Large
Lisa Cornaire – Property Manager

Homeowners Present:

Geraldine Stone
Kevin Chroninger
Nana Chroninger
Madeline Young
Christina Yanzon

Quorum:

Quorum was not established. 5 Board Members and 5 community members present. 21 proxies submitted. Annual meeting could not be held; therefore, an informal session was held to provide homeowners in attendance a recap of the activities and highlights of 2017 and some of the plans for 2018.

Homeowner Open Forum:

A homeowner expressed concern over the growing amount of litter he is seeing in the community. A suggestion was made that, when the dumpster is contracted for the spring, a community-wide "trash pick-up" day is held where members of the community also volunteer to walk around and help pick up litter.

Management Report & General Recap of 2017

The RRCA year in review was broken out to four topics and discussed: Maintenance, Administrative, Communications, and General. Also discussed was the upcoming asphalt project for the remaining streets in the community that have not yet been repaved and resealed. Future projects will be discussed after the winter when the snow plow impacts on budget are known.

**ROLLING RIDGE CONDOMINIUM ASSOCIATION
SPECIAL MEETING MINUTES
December 14, 2017**

Immediately following the informal session, the Board convened a special meeting of the Board in order to fill two vacancies on the board of directors and vote on other matters.

Attendees:

Betty Holland – President
Nancy Robinson -- Vice President
Tiffany Cook -- Treasurer
Carol Potter – Secretary
Kelly Burcham – Member at Large
Lisa Cornaire – Property Manager

Homeowners Present:

Geraldine Stone
Kevin Chroninger
Nana Chroninger
Madeline Young
Christina Yanzon

Call to Order:

Meeting was called to order at 7:32pm

Approval of Agenda:

Motion made to approve agenda, seconded and approved by the Board.

Approval of Minutes:

Motion made to approve meeting minutes for June 2017 seconded and approved.

Election -- Tabulation/Announce Result

Due to quorum not being achieved in the annual meeting, the two candidates could not be elected by the membership. A motion was made by Betty Holland to appoint: Kelly Burcham and Carol Potter to the Board. Motion was seconded by Nancy Robinson and unanimously approved by the existing three Board members.

Selection of Officer Positions

Motion was made to keep the officer positions the same. Motion was seconded and unanimously approved.

Approval of 2018 Budget

The Board reviewed and discussed the 2018 budget line items. Motion was made to approve the 2018 budget, seconded and unanimously approved.

Adjournment

The special meeting was adjourned at 7:42pm.