

Concord Square Village Owners' Association Representatives' Meeting January 5, 2016

The CSVOA Representatives' Meeting was held at the Busch Community Room. Vice-President *Kathy Hughes* called the meeting to order at 7:00 P.M. and Secretary *Rhonda Queen* took roll call. The following Board Members were present: Vice-President *Kathy Hughes*, Treasurer *Diane Ehrlich*, and Secretary *Rhonda Queen*. All Buildings were represented **except Buildings A, B, F, G, H, and J. A Motion** to approve the December 1, 2015 Minutes was made by *Tim Sopenski (O-31)* and seconded by *Jean Kalies (I-10)*. **Motion passed unanimously.** The Original of the Minutes as approved and all attachments have been placed in the Corporate Record Book.

OFFICERS'REPORTS: (1) Treasurer's Report: Treasurer *Diane Ehrlich* read the December 2015 Report. Beginning balance on 11/30/15 was \$51,143.38 and the ending balance on 12/31/2015 was \$67,026.26. **A Motion** to approve the December 2015 Treasurer's report was made by *Sue VanStraaten (K-5)* and seconded by *Mike Szpendyk (M-2)*. **Motion passed unanimously.** (2) Treasurer *Diane Ehrlich* discussed and reviewed the 2015 budget spreadsheet which will be made into a financial report and distributed with the minutes.

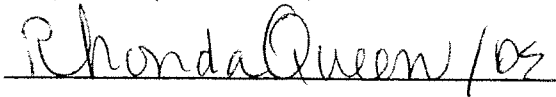
OLD BUSINESS: (1) Dave Flint (C-2) presented the CSVOA Master Association website **CSVOA.org** and discussed the features in detail. He demonstrated to the reps that no personal information or e-mails would be publicized. Each building has its own web page and contact capabilities.

NEW BUSINESS: (1) Nothing at this time.

Open Forum: (1) Nothing at this time.

Adjournment: A Motion to adjourn was made by *Mike Szpendyk (M-2)* and seconded by *Will Ehe (D-8)*. Meeting adjourned at 7:50 P.M.

Respectfully submitted,



Rhonda Queen, CSVOA Master Board Secretary

The Next meeting is 7:00 P.M. Tuesday February 2, 2016

All Homeowners are Welcome to Attend

*Concord Square Village Owner's Association
Representatives' Meeting –January 5, 2016*

Agenda

Call to Order

Vic-President *Kathy Hughes*

Meeting called to order at 7:00 P.M.

Roll Call

Secretary *Rhonda Queen*

Board Members and Building Representative

Approval of Minutes

Secretary *Rhonda Queen*

Approval of December 1, 2015 Minutes

Reports of Officers

Treasurer *Diane Ehrlich*

December 2015 Treasurer's Report

2016 Budget Sheet

Old Business

Web-site

New Business

Residents' Forum

Open Discussion for Homeowners

Adjournment

Next Meeting February 2, 2016

CONSOLIDATION

DATE : DECEMBER 2015

CHECKING ACCOUNT

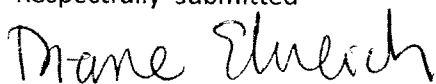
BALANCE AS OF : November 30, 2015	51,143.38
ASSOCIATION FEES (A through 0)	26,200.00
Refund from Hastings Check # 1733	56.00
TOTAL INCOME :	<u>77,399.38</u>

<u>DISBURSEMENTS :</u>	<u>DATE</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>	
THE ILLUMINATING CO Electric	11/30/2015	1734	49.27	Electric
THE ILLUMINATING CO Electric	11/30/2015	1735	50.05	Electric
PNC BANK Bank Fees	12/1/2015	ACH	2.00	Bank Fees
REPUBLIC SERVICES Garbage Fee	12/1/2015	1736	2,449.70	Garbage Removal
PEAK GROUNDS MGMT Snow Plow	12/2/2015	1737	7,074.00	Snow Plow
SIGNATURE LANDSCAPE Front Hill Clean Up	12/12/2015	1738	351.00	Projects
AT & T Website	12/10/2015	ACH	10.80	Website
DR. DAVE LANDSCAPE November Lawn	12/29/2015	1739	324.00	Lawn Service
OFFICE MAX Copies	12/3/2015	Credit Card	27.85	Copies & Misc
OFFICE MAX Copies	12/21/2015	Credit Card	34.45	Copies & Misc
TOTAL EXPENSES			<u>10,373.12</u>	

BALANCE AS OF DECEMBER 31, 2015

67,026.26

Respectfully submitted



Diane Ehrlich, Treasurer

2015 MASTER ASSOCIATION FINAL EXPENSES
(START BALANCE \$ 158,142.13)

Total Income \$450,420.89 - Total Expenses \$383,394.13 = Ending Balance \$67,026.76

EXPENSE	ACTUAL												YEAR END TOTAL	TOTAL BUDGET	YEAR END % EST.	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC				
WATER & SEWER	5,146.50			5,846.37			181,581.76		21,307.80	32,000.00	26,571.48			282,433.91	180,000	178.5%
ELECTRIC	106.81	132.38	107.22	112.94	110.53	108.67	186.85	267.71	487.88	49.73	105.04		99.32	1,855.08	2,000	92.8%
GAS						420.85	322.79	189.85	135.08					1,048.38	1,000	104.8%
TELEPHONE						74.27	74.27	75.45	74.96		0.06			0	350	0.0%
PROPERTY TAX														0.00	800	0.0%
SNOW REMOVAL	7,074.00	7,074.00	6,074.00	100.00			900.00				7,074.00			35,370	36,000	98.3%
LANDSCAPING					324.00	324.00	324.00	324.00		648.00				3,240.00	2,800	115.7%
POOL SERVICES				7,328.00	3,787.44	3,655.92	4,230.00	3,486.00	549.32		58.00			23,080	21,000	109.9%
REPAIRS & MAINT		150.00			171.05		300.00	1,200.00	500.00		357.90			2,879	3,000	96.3%
COPIES & MISC	122.11	47.52	123.62	39.61	103.25	44.00	127.61	143.70	78.46	41.47	82.37		62.30	1,015	1,200	84.6%
INSURANCE											1,096.00			1,096	1,000	109.6%
LEGAL EXPENSES		500.00		380.00										880.00	1,000	88.0%
BANK FEES	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00		2.00	24	25	96.0%
PROJECTS				119.62	4,242.58	619.69	8,735.52	9,223.00	295.20				351.00	23,587	30,000	78.6%
WEBSITE						21.60	10.80	10.80	10.80		10.80		10.80	86.40	86	100.0%
WATERSEWER RESERVES																
GARBAGE REMOVAL										2,449.70	2,449.70			7,349.10	7,349	100%
TOTAL MONTHLY EXPENSES	12,451.42	7,905.90	6,308.84	13,924.54	8,750.86	5,270.80	206,775.60	14,882.51	23,421.49	35,201.70	38,129.35		10,373.12	383,394.13	287,211	143.5%
MONTHLY INCOME	23,670.00	23,490.00	23,580.00	23,580.00	23,580.00	23,880.00	24,480.00	23,580.00	23,580.00	26,200.00	26,402.76		26,256.00	292,278.76	314,400	93.0%
END OF MONTH BALANCE	158,360.71	184,844.81	202,217.97	211,873.43	226,702.57	245,311.77	63,016.17	71,713.66	71,872.17	82,870.47	51,143.88		67,026.76			

2016 FINAL BUDGET

2015 BALANCE CARRIED FORWARD	\$ 67,026.26
INCOME BASED ON \$105 PER UNIT	\$330,120.00
TOTAL	\$397,146.26
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WATER & SEWER 4 X \$55,000	\$220,000.00
STORM WATER FEE 2 x \$3,000	\$ 6,000.00
ELECTRIC	\$ 2,000.00
GAS	\$ 1,000.00
TELEPHONE	\$ 300.00
PROPERTY TAX	\$ 600.00
SNOW REMOVAL	\$ 35,375.00
LANDSCAPING	\$ 3,000.00
POOL SERVICES	\$ 23,000.00
REPAIRS & MAINTENANCE	\$ 3,000.00
COPIES & MISC	\$ 1,200.00
INSURANCE	\$ 1,100.00
LEGAL FEES	\$ 1,000.00
BANK FEES	\$ 24.00
WEBSITE	\$ 132.00
GARBAGE REMOVAL	\$ 29,400.00
PROJECTS	\$ 30,000.00
TOTAL	\$ 357,131.00
RESERVES	\$ 40,015.26
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TOTAL ANNUAL BUDGET	\$397,146.26