

*Welcome to the
Berkshire Lakes Master Association's
2019 Annual Meeting
March 20, 2019*



A Member's Meeting

Board's Charter (Responsibilities)



- Uniform enforcement of the governing documents (covenants)*
- Maintain and enhance the physical assets of the association's common elements*
- Ensure the values of individual properties are maintained and increased through the upkeep and ambiance of the entire community*
- Be the financial stewards of the associations financial assets. (Fiscal responsibility)*
- Overseers of Community Management Organization*
- Maintain an effective liaison with County Government and the association's legal advisor.*

Meeting Agenda

- *The meeting agenda is essentially in 3 parts*
- *2018 In review*
 - *Year end financial position*
 - *Accomplishments*
- *2019 Objectives*
 - *Planned*
 - *Accomplishments to date*
 - *Work in progress*
- *Member's meeting*
 - *Questions, suggestions, discussion on issues, information*
- *Election results*

2018 Year End Financial Position



	Budget	Actual	Variance
Revenue	\$551,370	\$604,124	\$52,754
Expense	\$551,370	\$507,735	\$43,635
Surplus			\$96,389
Reserves	December 31, 2017	December 31, 2018	Spent in 2018
	\$536,919	\$606,087	\$334,232

Supporting Rationale for Variance



- *Revenue*
- *Insurance reimbursement of \$38,182 in December for 2017 storm damage*
- *Application & Transfer fees +\$6,900*
- *Legal fees (collection costs) recovered +\$5,085*
- *Delinquency interest +\$1,007*
Fines & Late fees +\$1991
- *Expenses*
- *Areas under budgeted*
 - *Clubhouse -\$566*
 - *Holiday Decorations -\$3,400*
 - *Landscape -\$23,984*
 - *Grounds Maintenance -\$22,486*
 - *Lakes & Fountains -\$3013*

2018 Accomplishments



- *97% of Hurricane Irma damage corrected*
 - *Small section of fence on Henley Dr. and 13 + trees on Santa Barbara need replacement as well as a few trees on Radio Rd.*
- *Clubhouse office completely rebuilt due to flood damage.*
- *Wood fence (5000 feet) on western boundary completely replaced.*
- *Rebuilt 3 pump houses*
- *Obtained permits for and installed water usage meters on three (3) irrigation pumps.*
- *Upgraded the fence and landscape at Devonshire park.*
- *Installed well and irrigation line along the Santa Barbara perimeter wall.*
- *Established new reserve account to support Surface Water Management.*
- *Installed aquatic plantings in the littoral shelf at strategic common ground locations.*
- *Replaced 40 meeting room chairs and added 3 new tables.*
- *Cleaned A/C ducts.*

2018 Accomplishments Continued

- *One clubhouse circuit breaker panel completely refurbished.*
- *Belville Lake fountain replaced.*
- *Office computers replaced.*
- *Refurbished pool area furniture.*
- *Pool heating system (Geo Therm) reconditioned*
- *GFA testing of all five (5) lakes.*
 - *Horseshoe Lake had a very low rate of dissolved oxygen, a result of bacteria infested submerged storm related landscape debris. Removal of said debris restored levels to normal*
- *Approved an annual contract for monthly inspection of our entire irrigation system.*
- *Created a committee to upgrade and change the landscape appearance of all common properties. Program started with clubhouse and pool area landscaping.*
- *Rental property lease approval process implemented.*

2018 Accomplishments Continued



- *Worked with Code enforcement to correct or eliminate crumbling Commons shopping center's entrance walls.*

2019 Objectives



- *Maintain emphasis on governing documents and ARB requirements.*
- *Re-write compliance violation letters, less threatening.*
- *Complete clubhouse electrical upgrade.*
- *Complete fence repair and tree replacement.*
- *Upgrade Dartmouth entrance electrical network.*
- *Continue landscape committee's project to upgrade common properties appearance.*
- *Implement proposal for spot spraying lake shore line invasive' s.*
- *Include in spot spraying contract identifying lake shore erosion areas and take corrective action.*
- *Inspect and correct as necessary complete Surface Water Management System.*
- *Solution irrigation needs on Radio Road and Appleby Drive.*
- *GFA lake condition inspection and test.*
- *Uniform color & style of clubhouse meeting chairs*

Accomplished to date

- *Clubhouse electrical work completed*
- *Replacement trees for Santa Barbara buffer installed*
- *Clubhouse landscape update completed*
- *Dartmouth entrance landscape update completed*
- *Clubhouse parking lights paint contract approved*
- *Irrigation for Appleby and Radio Road contract approved*
- *Resolved water shedding problem onto adjacent properties on western perimeter.*
- *Completed replacement of clubhouse meeting chairs, all are uniform in color and style*
- *Spot spraying (walking) implemented at no additional cost*
- *Contract for an annual check for lakeshore erosion implemented*
- *Compliance violation advisory letters re-written*

Work In Progress



- *Appleby, Radio Road irrigation improvement*
- *Painting of Clubhouse Parking lot lights & Bumper stops*
- *Replanting of floating islands*
- *Duplication of Dartmouth landscape changes to Belville entrance*
- *Door replacement office to pool*
- *Signs replacement at all entrance ways.*

Members Input



- *Questions*
- *Suggestions*
- *Opinions*

2019 Election Results

- *Notice to all residents of upcoming elections*
 - *3 open Director positions*
 - *Procedure to follow if wanting to run as a candidate for a Directors position which included submission cutoff dates*
- Residents responding to be a candidate all three (3) incumbents no others*
- *Orie LaCroix*
 - *David Orr*
 - *Maureen Richards*

Board members (All Directors)

- *Ken Beaty*
- *Linda O'Connell Craig*
- *Paul Daniels*
- *Orie LaCroix*
- *Bob Luparello*
- *David Orr*
- *Maureen Richards*

Proxy vote



Why a proxy vote?

If an association files an 1120 tax return, the association will be taxed on excess funds in its operating account, unless it holds a membership vote to roll over the surplus funds into the next year's operating budget.

If the association files an 1120-H it is not necessary to hold a membership vote to roll over the surplus funds. However; a situation may arise in the middle of the fiscal year that causes the association to become unqualified to file the 1120-H tax return and would have to file the 1120 return and now would be taxed on the surplus funds.

The bottom line is, regardless of whichever tax return form is used it's best for associations to hold a membership vote to rollover the surplus funds if any.

Proxy Vote Results

*Number of votes necessary to establish Quorum.
15% of those eligible to vote = 246*

Number mailed (US mail / e-mail) 1639

Number received = 366 Yes, 0 No

Approved Yes