



2015 Annual Meeting Minutes

Minutes of the annual meeting of the Northampton HOA, held Tuesday, November 17, 2015 at Angie Debo Elementary School, 16060 North May Avenue, Edmond, Oklahoma.

HOA President J.R. Townsley called the meeting to order at 7:03 pm. He asked if there were any proxies to be certified. There were none. President Townsley showed the notice of the meeting (copy attached to these minutes) and stated that it had been mailed by first class mail to all owners of record on November 3, 2015. He asked if everyone present had received a notice and they all had.

There were approximately 8 home owners or co-owners present. Each had been asked to sign in on the attendance sheet provided (copy attached). Members of the Board of Directors present were: President J.R. Townsley, Secretary Maury Morris and Events Chair Corliss Collins. Vice President Brandon Steadman was not able to attend due to a scheduling conflict. President Townsley introduced Karen Arbogast, the professional accountant for the HOA, who attended the meeting.

Review of 2015

- President Townsley reported that he is serving his last year on the board and has been training Vice President Steadman to take over. Most of the HOA business this year has been done by VP Steadman. Highlights:
 - The missing sidewalks have been replaced
 - Violations and issues reported to the HOA have been handled
 - The landscaping contract has been renewed with no price increase
 - We are in a legal disagreement with Jefferson Gardens regarding the fences between our two developments. Lawyers for both parties are working on this now.
- Events Chair Corliss Collins reported that we had success with the neighborhood garage sale, Halloween party and Neighbors Night Out. We learned that providing real food instead of snacks produced a larger crowd at Neighbors Night Out.

Board Member Elections

President Townsley asked for nominations for HOA President and there were none. He announced that Vice President Steadman has agreed to act as Interim President of the HOA if there are no volunteers to take the office that Townsley is vacating.

Open Discussion

- It was asked if our regulations permitted renters. The answer was yes.
- Accountant Karen Arbogast circulated copies of the HOA's profit and loss statement for January through October 2015 year and answered questions from attendees.



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- In response to a question, the accountant explained that there were about 15 homeowners who haven't paid dues this year, and reviewed the procedures for collections.
- President Townsley explained that net income is being accumulated to provide a contingency fund. The recommended amount is \$150,000 and we have about half that much now. Such a fund is important because the HOA cannot borrow money for any unforeseen expenses.
- A discussion was held about improving communication about meetings and events. One suggestion was to use text messaging.

The meeting was adjourned at 7:25 pm.

Respectfully submitted,

Maury Morris
Secretary