

Minutes of the Annual Meeting of
Little Harbor Homeowners Association
October 26, 2020

The President, Don Gough, called the annual meeting of the LHHA to order at 7:08 PM on October 26, 2020 in a Zoom teleconference meeting. In attendance at the meeting were the following homeowners: Biggie & Jim George, Don & Susan Gough, Derek & Jeanne Stern, Michael & Glicka Kaplan, Paul & Carol Schepis, Mark & Donna Ruddy, Linda McCabe, Egbert Baumgart, Roger Ball, Darcy Horgan and Sara Lynn. A proxy ballot was received from Karen McVeigh and Peter and Phyllis Reed.

The first item on the agenda was to establish that the Quorum requirement in our By-Laws had been met. Don Gough reported that since eleven homeowner units were in attendance and two proxies were submitted, a quorum had been established.

The second agenda item was ratifying the minutes of last year's Annual Meeting. The meeting minutes were approved without comment or correction.

The third agenda item was Linda's report of the nominating committee. Linda presented the two candidates to serve on the LHHA Board – Biggie George and Don Gough. Linda stated that no other residents responded to the request to serve prior to the meeting. The residents in attendance and the proxy ballots voted to elect the two candidates to serve a two-year term beginning after the annual meeting. (Officers for the coming year will be elected by the Board at its first meeting following the annual meeting.)

The fourth agenda item was the Annual Budget for the year 2021. The budget form presented by Mark Ruddy first showed a comparison of the 2020 Budget with the 2020 Projected Year End result. The estimated variance from budget for the year 2020 was a decrease in snow removal expense. The snow removal expense estimated for 2020 is \$8,525, which was less than the budgeted amount of \$14,000. As a result of the decrease, it is projected we will have a surplus of \$5,430 and finish the 2020 year with about \$22,000 in our checking account. Looking then at the 2021 Budget, the LHHA Board is proposing a budgeted snow removal expense of \$11,500 for 2021. This amount is based on the 10-year average expense reported in the table at the bottom of the budget presentation. Other budgeted expenses for 2021 are presumed to be in alignment with 2020 expenses. It was proposed that the annual LHHA fee per household remain at \$720 for 2021. The Master Association Operating Expense Fee is expected to remain the same in 2021 as it is for 2020, and the Capital Reserve Fee is expected to be \$500 per year in 2021. As a result, the proposed Annual LHHA Fees would be \$4,040 for 2021, the same as 2020.

The 2021 LHHA budget and fee was approved. As in the past, the LHHA fee will be due January 15, 2021. Residents will be sent an invoice in early January 2021 for this amount. It is anticipated that the invoice would be sent by email using the QuickBooks Online system.

The fifth agenda item was the Revenue Ruling 70-604 Resolution for 2020 regarding excess/deficit LHHA net membership income. The resolution authorizes the Board to use any "profit" for a year

to pay for expenses in the next year and to allow for an assessment of homeowners when expenses exceed fee revenue. The resolution was approved as presented.

There being no further items or questions the meeting was adjourned at 7:25 PM.

Respectfully submitted,

Don Gough, for Egbert Baumgart, Secretary