

The Villas at Andover Homeowners Association, Inc.  
c/o All Points Community Management LLC  
141 Prosperous Place, Suite 21  
Lexington KY 40509

January 3, 2019

Mr. & Mrs. Homeowner  
\*\*\* Andover Village Place  
Lexington, KY 40509

**Re: ANNUAL MEETING NOTICE - \*\*\* Andover Village Place**

Dear Homeowners:

The annual membership meeting of the Association will be held on Thursday, January 31, 2019, at 7:00 PM. The location of the meeting is the East Side Public Library, 3000 Blake James Drive, in the medium meeting room.

The purpose of this meeting is to vote on the 2019 annual budget for the association, elect two members to the Board of Directors, and discuss the addition of the Andover Common Property.

We would like to encourage anyone interested in serving on the Board to review the Bylaws of the Association, and please submit your name with a brief bio to All Points 10 days prior to the meeting.

The 2019 budget, as well as other relevant meeting information will be also be available on your association's website. We will go over all this information and answer any questions at the meeting prior to holding any final votes.

If you are unable to attend the meeting, you can still vote by returning the proxy ballot that is included on your website by mail or email to All Points by the date of the meeting. We look forward to seeing you at the meeting.

On Behalf of the Board of Directors,

***All Points Community Management***

Phone: 859-263-7681

Fax: 859-264-1112

Email: [info@allpointsky.com](mailto:info@allpointsky.com)

Web: [www.villasatandover.com](http://www.villasatandover.com)

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**ANNUAL MEETING PROXY**

I, \_\_\_\_\_, being the owner of a unit located in The Villas at Andover Homeowners Association, Inc. (hereinafter the Association) in Lexington, Kentucky, as indicated herein below, do hereby authorize and appoint the Secretary of the Association \_\_\_\_\_ to be my proxy, to represent me at the Annual Meeting of the Association to be held on January 31, 2019 at 7:00 p.m., at the Eastside Branch, Lexington Public Library, 3000 Blake James Drive, Lexington, KY 40509.; and to vote on my behalf on the issues to be discussed at the meeting and other business as noted on the agenda. Furthermore, in the event a quorum of owners is not established at such time and place, on the adjourned meeting being resumed, this proxy shall remain in full force and effect. I acknowledge that this proxy may be revoked by my attendance at the aforesaid meeting upon request before commencement of the meeting.

**2019-20 Board of Directors: Vote for TWO:**

- Jo Gawthrop
- Write In \_\_\_\_\_
- Write In \_\_\_\_\_

**2019 Budget:**

- I support the 2019 Operating Budget at \$268/qtr.- Common Area Maintenance at \$32/qtr. Beginning April 1, 2019

Your vote is being solicited on behalf of the Board of Directors. When you complete and sign this proxy ballot, your Proxy will vote exactly as you have indicated. If you simply sign the proxy ballot, but do not vote on a specific matter, the Proxy will vote according to the recommendations herein, if any. **If you do not return this proxy ballot (prior to the meeting date), your ownership share or shares will be counted to establish a quorum and the Board of Directors is authorized, per Section 4 on page 1 of the Bylaws, to vote your share or shares in accordance with the recommendations herein or at their discretion.** Lastly, the Proxy is authorized to vote at their discretion on any other matter that arises at the meeting or at any adjournment thereof in accordance with the Bylaws. Please sign, date, and return this proxy no later than the date of the meeting.

\_\_\_\_\_  
Owner Name \_\_\_\_\_ Date

\_\_\_\_\_  
Villas at Andover Property Address

## 1.29.18 Annual Meeting Minutes

HOA BOD meeting held at Lexington Public Library Eastside at 3000 Blake James Drive

### Call to Order: 7:05 pm

Present: Shuck, Sims, Slater, Gawthrop, Antrobus all BOD & Ms. Julie Begley/All Points.

Sign in list was provided and is available at All Points Offices.

Call to order by Tim Shuck President with Quorum present.

Last year's meeting's minutes were approved as written.

### Guest Speakers:

- 1) Nathan Billings/Billings Law Firm spoke about the pending litigation and answered questions from members of HOA.

Pointed out to HOA that all details discussed in greater depth on the Neighborhood Association Website.

There will be 2 options to each Home Owner: 1. Is a prepay options, the other 2. Is pay by the quarter.

Final amount to be determined based on homes value at PVA office.

Made clear to HOA that another vote will be taken by us (HOA) to confirm any assessment or fees from each homeowner

to purchase and maintain the Green Space and any related facilities.

- 2) William/Great Scapes owner spoke about lawn care options and answered questions from members of HOA.
  - a. Asked for help from Homeowner's to not double fertilize yards and coordinated lawn irrigation days with each other to avoid wet & soft ground and the related damage by lawn equipment.

### Financial Report: Approved as amended

- 1) 2 homeowners in arrears with dues, letters to go out offering a payment plan to get caught up.
- 2) Discussed the 2 budget options and what each covered.

Made clear to HOA that the assessment was not being voted on at this time, just discussed.

### Architecture: Follow up- HOA home improvements have been very positive for 4th year in a row.

Focused on grounds more for planter, weed, mulch appearance at front of the homes.

Discussed shared planters and how to manage them.

Discussed street color pallet available to each homeowner.

Discussed street parking rule changes by City.

### Landscape/Lawn Committee – Gregg Slater:

- 1) Discussed Great Scapes performance and options as presented in the budget.

- 2) Discussed pending maintenance of Courtyard and entry planter bushes and trees are overgrown.
- 3) Discussed outside garbage screen location and control.

**HOA Voting Results: (actual ballot results are on file with All Points)**

Lee Sims & Edwin Gibson counted and tallied ballots.

We needed 30% of 38 or 11.4 for majority voting.

With 2 homeowners in arrears we need 30% of 36 or 10.8 votes to approve.

**1) For new BOD members:**

All 3 candidates were voted in for another 3 years.

Gregg Slater

Lee Sims

Tim Shuck

Write Ins ? None.

**2) Budget:**

\$245 quarter – 9 votes

\$265 quarter – 11 votes

**3) Assessment for Common Property Purchase Agreement:**

In Idea only – 19 votes in favor.

**Next HOA/BOD Meeting:** scheduled for December Feb. 7th<sup>h</sup>, 2018 @ 4pm at All Points.

**Adjourned 9:02 pm**

Respectfully submitted,  
Lee Sims/Secretary

The Villas at Andover Homeowners Association, Inc.  
2018 Budget Comparison Report & 2019 Proposed Budget

Income/Expense Category	Jan - Dec 2018 Actual	2018 Budget	2018 Variance	2019 Budget
<b>Beginning Balance</b>	\$6,383.32	\$6,383.32	\$0.00	\$6,383.32
<b>Income</b>				
03020 - Assessments, Operations	\$38,380.00	\$38,380.00	\$0.00	\$40,622.00
Less - Allowance for Bad Debt	(\$1,300.00)	\$0.00		(\$1,300.00)
03023 - Assessments, Greenspace Maintenance	\$4,674.00	\$0.00	\$4,674.00	\$3,648.00
03026 - Assessments, Greenspace Purchase	\$32,573.00	\$0.00	\$32,573.00	\$4,303.00
03080 - Interest Income	\$5.83	\$6.00	(\$0.17)	\$6.00
03100 - Late Fee Income	\$150.00	\$36.00	\$114.00	\$0.00
03120 - Legal Fees Reimbursement	\$280.00	\$0.00	\$280.00	\$0.00
<b>Total Income</b>	\$74,762.83	\$38,422.00	\$36,340.83	\$47,279.00
<b>Expense</b>				
<b>Administrative &amp; General</b>				
04010 - Interest Expense	\$908.41	\$0.00	(\$908.41)	\$0.00
04025 - Accounting & Audit Fees	\$225.00	\$225.00	\$0.00	\$225.00
04075 - Bank Fees	\$3.00	\$0.00	(\$3.00)	\$0.00
04100 - Dues & Subscriptions	\$15.00	\$15.00	\$0.00	\$15.00
04130 - Holiday Decorations	\$0.00	\$120.00	\$120.00	\$120.00
04150 - Insurance, Business Liability	\$699.08	\$700.00	\$0.92	\$700.00
04200 - Legal Fees	\$725.00	\$0.00	(\$725.00)	\$375.00
04225 - Management Fees	\$6,605.09	\$6,200.00	(\$405.09)	\$6,625.00
04275 - Office Supplies	\$211.59	\$180.00	(\$31.59)	\$240.00
04300 - Postage	\$144.87	\$120.00	(\$24.87)	\$170.00
04325 - Social Activities	\$0.00	\$500.00	\$500.00	\$500.00
04330 - Membership Fees	\$3,700.58	\$1,250.00	(\$2,450.58)	\$2,390.00
04450 - Website	\$111.05	\$50.00	(\$61.05)	\$115.00
<b>Total Administrative &amp; General</b>	\$13,348.67	\$9,360.00	(\$3,988.67)	\$11,475.00
<b>Maintenance, Greenspace</b>				
05705 - Greenspace Maintenance	\$2,337.00	\$0.00	(\$2,337.00)	\$4,324.00
<b>Total Maintenance, Greenspace</b>	\$2,337.00	\$0.00	(\$2,337.00)	\$4,324.00
<b>Maintenance, Grounds</b>				
05540 - Grounds Maintenance, Contract	\$25,658.96	\$25,140.00	(\$518.96)	\$27,548.00
05550 - Grounds Maintenance, Landscaping	\$21.89	\$0.00	(\$21.89)	\$0.00
05555 - Grounds Maintenance, Trees	\$0.00	\$700.00	\$700.00	\$1,000.00
05560 - Grounds Maintenance, Other	\$50.50	\$0.00	(\$50.50)	\$0.00
05565 - Ice & Snow Removal	\$0.00	\$300.00	\$300.00	\$300.00
05580 - Light Repairs, Landscaping	\$79.49	\$500.00	\$420.51	\$500.00
05595 - Mailbox Repairs	\$104.18	\$90.00	(\$14.18)	\$250.00
<b>Total Maintenance, Grounds</b>	\$25,915.02	\$26,730.00	\$814.98	\$29,598.00
<b>Utilities</b>				
06010 - Electricity	\$1,001.52	\$950.00	(\$51.52)	\$1,000.00
06065 - Water	\$1,241.59	\$1,300.00	\$58.41	\$1,300.00
<b>Total Utilities</b>	\$2,243.11	\$2,250.00	\$6.89	\$2,300.00
<b>Total Operating Expenses</b>	\$43,843.80	\$38,340.00	(\$5,503.80)	\$47,697.00
<b>Net Income/(Deficit)</b>	\$30,919.03	\$82.00	\$41,844.63	(\$418.00)
Loan Payable (principal and Interest on outstanding loan)	\$26,358.75	\$0.00	(\$41,844.63)	\$4,420.44
<b>Ending Cash Balance</b>	\$10,943.60	\$6,465.32	(\$4,478.28)	\$2,380.88