# PRELIMINARY MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL

# **BOARD OF DIRECTORS MEETING**

**September 15, 2022** 

**Location:** 3rd floor Conference Room of Parker Station.

Attendees: President – Ty Pippin – Present
V. President – Patricia Ross – Prese

V. President – Patricia Ross – Present Treasurer – Susan Caudill – Present

Secretary -

Member At Large – Fred McCarthy – Present Lowell Willock – Present

Community Manager - Laura Williams - Present via Zoom

## I. CALL TO ORDER 6.05P

# II. GENERAL SESSION (BOARD Q&A)

## III. ELECTION OF OFFICERS / CIVILITY PLEDGE

Ty Pippin – President
Patricia Ross – Vice President
Susan Caudill – Treasurer
Open – Secretary
Fred McCarthy – Co-Member At Large
Lowell Willock – Co-Member At Large

All member agreed to and signed a Civility Pledge

- Each person is accountable for their behavior, actions and words.
- All interactions should be civil despite differences in opinion.
- Respect all points of view and provide the opportunity to express their views openly without attacks and antagonization.

## III. APPROVAL OF PRIOR MINUTES -

It was noted by Lowell the minutes as presented were missing the approval of a Motion Limiting Proxy Collection. This correction will be made.

Sue moved to accept minutes with correction from last meeting, August 18th.

Patricia seconded. Unanimous vote to approve minutes of the last meeting with correction.

#### IV. FINANCIAL REPORT

- Balance Sheet
- Income/Expense Summary (YTD)

#### V. TRESSA BISHOP – USI INSURANCE BROKER

Tressa presented information to the Board regarding the new insurance policy. We had an insurance valuation appraisal to insure we have adequate cover. After a slight conversation, Patricia, Laura and Tressa will meet with Tammy, our legal counsel to confirm responsibility for interior items and update the Maintenance Chart. This will help determine adequate coverage value.

# VI. HOMEOWNER COMMUNICATION (3 Minutes Each)

- RW owner questioned and discussed our financials and some suggested corrections.
- AW homeowner confirmed we are governed under CCIOA. She also requested that we record the Zoom meeting for homeowners who are unable to attend.

## VII. MANAGER'S REPORT

#### VIII. OLD BUSINESS

- Mainstreet Sidewalk Suggested to contact Town of Parker to plan to be responsible for snow removal now that they own the walk. Also, we will be contacting CORE to ensure the utilities are within the utility easements.
- Videos on the website ON HOLD
- Painting RFP Need to determine updated colors. Add fence stain to RFP to combine 2 projects.
- \$150K investment Board determined Interval Funding. Susan to deliver check to Financial Planner.
- Concrete Replacement Collecting 2 more bids
- Summerset Ct & Bayfield Walls Fred requested an absolute price vs time & materials price.
- Updated Rules & Regulations Board reviewed changes required by new House Bill and other updated requests.
- Water Conservation Susan is trying to put together a committee to research conservation. If you are interested, please let Laura know.

## IX. NEW BUSINESS

- · Revocation of Motion Limiting Number of Proxies for Voting
  - Our legal counsel informed us this motion conflicted with our CC&Rs. After a small discussion, Susan made the motion to revoke this motion. Patricia seconded. The vote was unanimous to revoke.
- Transfer of Funds between Accounts
  - It was determined this transfer should happen monthly.
- Insurance Coverage and Appraisal
  - Discussed during presentation by Tressa Bishop, USI broker.
- Policy on Payment of Monthly Expenses
  - Checks should be cut and mailed on the 1<sup>st</sup> and 16<sup>th</sup> of each month. All receipts should be included with the credit card bill to sign.
- Renewal of CAM contract
  - Patricia just wanted to make sure we discussed ahead of time instead of waiting until last minute like usually happens.
- Goals for 2022-2023
  - The Board was asked to put together a list of suggested goals.
- Landscaping Contract Renewal
  - Lowell volunteered to steer the renewal of this contract.
- Lowell made a motion to waive late fees for the homeowners who didn't pay their accounts in full due to the increase for the month of September ONLY, Patricia seconded, vote was unanimous.

#### X. Board went into Executive Session

• Executive session to discuss potential legal matter at 9pm.

#### XI. SUGGESTIONS FOR FUTURE BUSINESS

Homeowner's List

# XII. SET NEXT MEETING DATE, TIME, AND PLACE:

The next open Board meeting will be October 20, 2022, at 6PM (General Session). Our meeting will be held in the 3rd floor conference room of Parker Station.

# XIII. ADJOURNMENT 9:15 PM