

PRELIMINARY MINUTES

SUBJECT TO NEXT BOARD MEETING APPROVAL

BOARD OF DIRECTORS MEETING

November 17, 2022

Location: 3rd floor Conference Room of Parker Station.
Attendees: President – Ty Pippin – Present
V. President – Patricia Ross – Present
Treasurer – Susan Caudill – Present via Zoom
Secretary –
Member At Large – Fred McCarthy – Present
Lowell Willock – Present
Community Manager – Laura Williams – Present

- I. **CALL TO ORDER 6:15P**
- II. **GENERAL SESSION (BOARD Q&A)**
- III. **APPROVAL OF PRIOR MINUTES –**
Fred moved to accept minutes and Patricia seconded. Unanimous vote to approve minutes of the last meeting.
- IV. **FINANCIAL REPORT**
 - a. Balance Sheet
 - b. Income/Expense Summary (YTD)
Susan presented the Financial Report
- V. **HOMEOWNER COMMUNICATION (3 Minutes Each)**
 - a. No Homeowners had comments or questions.
- VI. **MANAGER'S REPORT**
- VII. **OLD BUSINESS**
 - a. **Mainstreet Sidewalk** – No real forward motion – ON HOLD
 - b. **Painting RFP** – Fred updated the board. The paint committee, comprised of Fred, Rebecca MacLean (previous Board member, Ismael and Laura, met with Lauren who is color specialist. The reduction in the number of colors and more updated colors was discussed. Currently narrowed to 4 body colors, 1 trim and 1 accent color. Fred received paint prices from Benjamin Moore and Sherwin Williams. His committee would like to see this project take place in 5 sections which would take approximately 2 years to finish. He hopes that the bid packets can go out in January 2023 to start the first phase in Spring 2023.
 - c. **\$150K investment** – This money was placed in a CD for 6-months.
 - d. **Concrete Replacement** – The project has started.
 - e. **Summerset Ct & Bayfield Walls** – Waiting on final number from Integrity.
 - f. **Updated Rules & Regulations** – Rules with a synopsis and insurance information are in the mail. Should hit mailboxes tomorrow.
 - g. **Water Conservation** – Susan presented some information about averages. Susan and the Board believe there is water misuse by homeowners due to plumbing leaks, but we also need to plan landscaping changes.
 - h. **Insurance Coverage and Appraisal** – Patricia presented information from Tressa regarding coverage by HOA insurance policy vs Homeowner policy. Homeowners should absolutely talk to their insurance providers to make sure the gap between the 2 policies are covered as well as have a Loss Assessment Waiver/Rider in place. Please have a conversation with your provider to make sure you are properly covered.

- i. **Goals for 2022-2023** – The Board discussed different areas and goals they want to accomplish. Each Board member. The goals were divided in 5 categories and members assigned as such:
 - o Paint – Fred (with committee of Rebecca, Ismael and Laura)
 - o Water Conservation – Susan will be joined by Patricia
 - o Finances – Susan invited Lowell to please join her.
 - o Day to Day Operations – Ty and Lowell will in charge of this group.
 - o Management of HOA Office – Ty will work with Laura on this item.Each committee will present a report on their continued progress at each meeting.
- k. **Checks** – Matter closed.
- l. **Investment Account** – The Board discussed the problem with the checks from our renter getting deposited in a timely fashion. Lowell suggested that Laura deposit them from the office and the HOA will write a check to LPL to deposit in reserve account on the check run on the 1st.
- m. **Collection of Dues** – All payments will continue to be processed via lockbox, ACH or electronic payment through our website.
- n. **Inspection Report** – Lowell requested a copy of all ARC violations and the disposition of each. He was invited to the office to review the files.
- o. **E-Unify Program** – The Board was sent a few brochures and a video of a demo of this program to Laura. They will review and decide about moving forward at the next meeting.

VIII. NEW BUSINESS

- a. **Rental Property** – Lowell suggested selling the unit. The Board discussed the matter. No decision finalized. The renter will continue on a month-to-month lease for now.
- b. **Website** – Lowell had concerns that have been previously address and the matter was closed.
- c. **Homeowner's List** – Lowell wanted to know where we stand in updating the list. Laura informed him it is being worked on.
- d. **Light Judging** – Our annual Holiday Light Judging will take place on Friday, December 16, 2022, starting at 6pm. The Board will meet at Laura's office to begin the tour at 6pm.
- e. **Meeting Conduct** – Member at Large, Lowell previously stated that if an HOA member list was requested, it must be accurate and presented in 10 days or there is a fine of \$500. President of the HOA board, Ty did some research and found the State mandate says the list must be maintained to the best of our abilities and distributed within 30 days if requested by homeowners. The only information required is the homeowner's name and address. Also, the only reason for a fine would be if the HOA refused to supply the list.
- f. **Lamp Posts** – There are 3 lamp posts that need to be replaced or repaired. Laura contacted Parker Electric regarding availability and cost. Parker Electric charges \$2600 per lamp to replace with a charge of \$600 to install. Parker Electric is the supplier to the Town of Parker. Fred made a motion to try to repair the lamp posts if possible but approved to purchase 3 new lamp posts if necessary. Patricia seconded and the vote was unanimous.

IX. SET NEXT MEETING DATE, TIME, AND PLACE:

The next open Board meeting will be December 15, 2022, at 6PM (General Session). Our meeting will be held in the 3rd floor conference room of Parker Station.

X. ADJOURNMENT 8:33 PM