

Village at Monument Homeowners' Association (HOA)
General Board Meeting

Chamber of Commerce on 2nd Street and also Via Zoom Videoconference

MINUTES from the
October 7, 2020 meeting

CALL TO ORDER: At 6:15 pm

ROLL CALL

President: Carolyn Ihrig (Present)

Secretary: Carolyn Hodges (Present)

Member at Large: Joe Rubinstein (Present)

Member at Large: Phil Savage (Excused) (Joined after Executive Session @ 6:28 pm)

Member at Large: Greg Lovato (Present via Zoom)

Member at Large: Lorri White (Present)

Member at Large: Togi Kinnaman (Present)

The Board immediately went into Executive Session and concluded at 6:28 pm.

The General Board Meeting began at 6:28 pm.

GUESTS/HOMEOWNERS ATTENDING

Business/Finance Manage (volunteer): Daryl Richmond (Present via Zoom / left @ 8:17 pm)

Owners Attending in Person:

East Side / JoAnne Hilton-Gabeler (16833)

West Side / Guenter Ihrig (16892), Laura Kronick (16976), Janet Savage (16850) and Jim Fitzpatrick (16868)

Owners Attending via Zoom:

West Side / Marcel Cretel (16964), Tammi Wieland (16946)

MEETING NOTIFICATION

The meeting notice and the Agenda were posted on the HOA website. An invitation to attend this meeting was sent out via email to the community on October 1, 2020, by website manager, Joe Rubinstein.

The Agenda for this meeting was available for all those in attendance and is attached hereto.

OLD BUSINESS

We jumped ahead in the Agenda to address item (VI. i.)

Greg Lovato moved and Joe Rubinstein seconded that we overturn the vote of July 8, 2020 intended to remove the walkway adjacent to 16850 Buffalo Valley Path and pay for a safety railing in lieu of walkway removal. The motion passed with five (5) yes votes and one (1) no vote (Carolyn Hodges.)

MINUTES OF MEETING SEPTEMBER 9, 2020

Carolyn Hodges reported that the Minutes of the September 9, 2020 meeting were reviewed by all Board members prior to this meeting and also posted on the HOA website with a "Draft" watermark.

Joe Rubinstein moved and Lorri White seconded that the Minutes of the September 9, 2020 meeting, prepared by Secretary Carolyn Hodges, be approved and posted on the HOA website (Draft watermark will be removed.) The motion passed unanimously.

TREASURER'S REPORT

Volunteer, Business/Finance Manager, Daryl Richmond, who now lives in Florida, gave the following financial updates:

- Statement of Financial Position dated September 30, 2020
- Monthly Budget Report dated September 2020.
- Budget Report Detail dated September 2020

(Copies of these three (3) reports are attached hereto.)

Joe Rubinstein moved and Phil Savage seconded that the Treasurer's Report presented by Volunteer, Business/Finance Manager, Daryl Richmond, (via Zoom videoconference) be accepted as presented. The motion passed unanimously.

Review of books by Shafer Group CPAs

President Carolyn Ihrig reported that Julie at Shafer Group is ready to go once she gets a copy of the financials from Volunteer, Business/Finance Manager, Daryl Richmond. He said there could be an issue in getting those records to Julie. Tammie Wieland (attending via Zoom videoconference) gave instructions to Daryl about how he could transfer those records to Julie.

Daryl Richmond stated that the version of QuickBooks he is working with is 2017 and is no longer supported but he would work with Julie in getting the records to her and he said they hoped to have that done tomorrow, Thursday, October 8, 2020.

NEW BUSINESS

Approval of the Amended 2020 Budget

Joe Rubinstein reported that in August Volunteer, Business/Finance Manager, Daryl Richmond presented a proposed amended 2020 budget and was reviewed by the Finance Committee.

Phil Savage moved and Lorri White seconded that the Amended 2020 Budget be approved. The motion passed with six (6) yes votes and one (1) no vote (Carolyn Hodges.)

Management Companies

Joe Rubinstein reported that a Zoom videoconference was held October 6, 2020 with two management companies (Z&R Property Management and BSR Communities) to evaluate their services.

Joe Rubinstein asked if there was any opposition to hiring a management company, otherwise we'll approve it.

Carolyn Hodges said she did oppose hiring a management company at this time and wants more discussion on this issue.

Joe Rubinstein stated that a management company will handle service contracts, insurance, capital improvements, legal, accounting, will maintain records and will contact owners in violation. The HOA would save \$400-\$500/month in bookkeeping expense.

Carolyn Hodges inquired why we were not giving the owners a chance to voice their opinions about hiring a management company. Joe Rubinstein said he had heard from several owners that were in agreement to a management company. Carolyn Hodges asked how many owners had voiced their approval. Joe replied that he had heard from five (5) owners. Carolyn Hodges said we have forty-four (44) homes in our community and each of them should have a chance to voice their opinions as well.

Joe Rubinstein reported that according to our governing documents the Board has the authority to make the decision to employ a management company without owner approval.

Joe Rubinstein reported that according to the proposed budget for 2021 the West Side expenses were lower this year. It was pointed out that it appears the proposed budget for 2021 contains inaccuracies.

President Carolyn Ihrig stated we would skip ahead in the Agenda to VI. a. to give Joe Rubinstein a chance to work on the corrections needed to the 2021 budget.

OLD BUSINESS & COMMITTEE REPORTS

Maintenance Rule and Insurance Rule

President Carolyn Ihrig stated that the Maintenance Rule is almost complete. She received the Insurance Rule changes from Tressa Bishop just before this meeting and they will be incorporated and finalized.

President Carolyn Ihrig thanked board member Lorri White for her assistance on these rules and also owner Janet Savage for typing the documents.

Architectural Control Committee (ACC) – Update on concrete

ACC Chairman, Greg Lovato (attending via Zoom because he was on shift at the Tri Lakes Fire Department) apologized for not getting his written report done prior to this meeting:

The concrete repairs were completed at:

- Driveway on East Side at 16923 and 16899. There were issues with the yellow caution tape being removed prior to completion of the work.
- West Side 16904 – sidewalk repair
- West Side 16970 – front porch repaired

The new deck installation at West Side 16946 has been completed and looks great.

ACC approved:

- West Side 16892 – small gate installation, at owner expense.
- East Side 16947 – pergola installation [adjacent neighbor approval letter] (President Carolyn Ihrig stated the language in our governing documents is not clear if the East Side owner needed ACC approval for this project; however, it was granted.)

Guenter Ihrig asked why the sidewalk repair at West Side 16904 wasn't completed in all three (3) sections. Greg Lovato replied that it was cost prohibitive and in consultation with the contractor it was determined that repairing one (1) 4x5 section would be okay for now. The savings on this project allowed the East Side driveway repairs.

President Carolyn Ihrig suggested the ACC meet to discuss concrete issues going forth.

We then resumed discussion on Agenda V. b.

NEW BUSINESS Management Companies

Joe Rubinstein stated that the goal is to budget for a management company and explained that the quarterly assessment for the East Side owners would increase Thirty dollars (\$30) and for West Side owners would decrease Twenty-five dollars (\$25) [resulting in an increase of Five dollars (\$5) /quarter as shown in the following table]

Common (Project) Portion (What the East side pays)			
2020 Quarterly Assessment	\$570		
2021 Quarterly Assessment	\$600.00		
Increase	\$30.00		

West Side (Phase 1)			
(West Side pays West side and Common)			
	West Side only	Common	Total
2020 Quarterly Assessment	\$405	\$570	\$975
2021 Quarterly Assessment	\$380.00	\$600.00	\$980.00
Increase	-\$25.00	\$30.00	\$5.00

Discussion resumed about the pros and cons of having a management committee for the HOA. Togi Kinnaman said she has not been on the HOA Board very long and we are having lots of meetings. She hopes that if we go with a management company we could go to quarterly board meetings and would then be able to attract good people in our community to volunteer to serve on the board.

Phil Savage said a management company would include bookkeeping and he figured that would save us anywhere from Six Hundred dollars (\$600) to One thousand dollars (\$1k) per month.

Owner Jim Fitzpatrick said he has lived in communities and also served on other HOA boards that had management companies. He feels that Ten thousand dollars (\$10k) /year is ridiculously low for a management company fee. He cautions about how much authority is given to a management company regarding issuing violation notices.

Owner Tammie Wieland (attending via Zoom videoconference) said that it appears this HOA has lost records from board to board and a management company would maintain the records. On- going HOA conflicts will affect the salability of our homes and a management company would help with lawsuits.

Togi Kinnaman moved and Carolyn Ihrig seconded that the HOA hire a management company for 2021. The motion passed with six (6) yes votes and one (1) no vote (Carolyn Hodges.)

Joe Rubinstein stated that he will get with other management companies in a few days to get bids from them as well.

Reallocation of 2020 Contingency Reserve

Joe Rubinstein read a resolution, attached, to move the Common Budget 2020 Contingency Reserve excess into a Grounds Repair Reserve to cover the ground repair expenses in 2021.

Joe Rubinstein read a second resolution, attached, to move the West Side Budget 2020

Contingency Reserve excess into the Roof Replacement Reserve Fund.

A significant discussion regarding the co-mingling of East Side and West Side funds ensued and nothing was resolved. More investigation needs to be done and will be addressed in the future.

Approval of 2021 Budget

Joe Rubinstein mentioned that the Finance Committee consisting of approximately fifteen (15) members [seven (7) of whom were board members] worked on the proposed budget.

Phil Savage moved and Lorri White seconded that the 2021 Proposed Budget (With Management) be approved. The motion passed with six (6) yes votes and one (1) no vote (Carolyn Hodges.)

Election Committee

Election Committee Chairman Togi Kinnaman asked committee member Laura Kronick to give an update. Laura Kronick reported that everything is on schedule and a final notice to owners will be sent on October 14, 2020 seeking candidates. To date we have one (1) person running and that is current Board member Lorri White. We have two (2) Board vacancies and the deadline to declare is October 21, 2020.

Gutter Cleaning

Phil Savage reported that gutter cleaning will be set up in early November, possibly in the first two (2) weeks. He will send out a notice to see if any East Side owners wish to have this done at their own expense in the amount of Sixty-five dollars [\$65].

Carolyn Hodges asked Phil Savage if we got three (3) bids for the gutter cleaning work. He replied that we did not because we are using the same company we have used in the past.

Reserve Study

Phil Savage reported that he has the list, plat maps and after a search found there were no changes filed to the governing documents.; all is progressing.

Hiring of Bookkeeper

Phil Savage reported that nothing further has been done on this as it has been taken over by events and will be addressed at another time.

Limited Amendment to the Covenants

President Carolyn Ihrig reported that she received the "tweaked changes" back from the attorney at 4:00 o'clock today and it is ready to go. She will date it and get it out to the owners in the next few days. She stated that Janet Savage has prepared the mailing

labels plus and has been a great help. She mentioned that the mailing will include a self-addressed stamped envelope. She asked if anyone wanted to help her with the mailing details and Lorri White volunteered to assist.

Snow Stakes

President Carolyn Ihrig reported that some snow stakes are in place and more will be installed in the remaining areas.

PRESIDENT'S REPORT

President Carolyn Ihrig reported that we recently had a truck broken into on the East Side. The truck was unlocked and a few items were taken as well as the garage door opener. She reminded us to keep our driveway porch lights on during the night to deter the unwanted.

OWNER COMMENTS FOR ITEMS NOT ON THE AGENDA

Owner Laura Kronick read a statement reminding the Board that they continue to be in breach of the Settlement Agreement that the HOA signed on July 24, 2019.

BOARD COMMENTS

Secretary Carolyn Hodges gave her report on locating the HOA records that Member-at-Large, Phil Savage requested at a general board meeting on September 9, 2020 and wanted this "reflected in the minutes." (Said Report and a follow up letter from owner Joanna Anaradian, dated October 8, 2020 is attached hereto.)

PRESIDENTS COMMENTS

President Carolyn Ihrig stated that due to health reasons she would be resigning as President as of midnight and read her resignation letter. She reported that she would not be sending her resignation letter to the entire community. She stated that she will remain a member-at-large on the board.

President Carolyn Ihrig stated that she would like to nominate/appoint Joe Rubinstein as president.

West Side owner Marcel Cretel, attending via Zoom videoconference, said that owners should have a say in who is president and he nominates the Secretary.

Joe Rubinstein informed Marcel Cretel that owners vote in board members and board members decide who is president.

Joe Rubinstein stated that he did not accept the presidency nomination.

Carolyn Hodges asked if we were without a president in that case.

Joe Rubinstein then asked for the meeting to be adjourned.

ADJOURN

President Carolyn Ihrig adjourned the meeting at 8:53 pm.