

**CROSSROADS PARK OWNERS ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES**

March 19, 2020 – 6:00 PM
Via Teleconference

Call to Order

The meeting was called to order at 6:34 pm by John Sorrell.

Determination of Quorum

Board members present were Debbie Kahanek, Tony McCrackin and John Sorrell. With three of four Board members present in person or by telephone a quorum was deemed present. Also present was Tracey Wolter from Mountain Mansion Management ("MMM").

Approval of minutes from October 23 2019

The minutes of the prior Executive Board meeting were distributed to the Board members. There were no corrections. Tony McCrackin moved to approve the minutes as presented, and John Sorrell seconded the motion. All voted in favor to approve the minutes.

Financial Reports through March 14, 2019

The members reviewed the financial reports with Ms. Wolter. John Sorrell made a motion to accept the financials as presented and Debbie Kahanek seconded the motion. The motion passed unanimously.

Infractions

The Board explained to Ms. Wolter that typically they will call MMM to report infractions and initiate the compliance process. There were no infractions to discuss at this meeting.

Old Business

Gutter Work

The Board brought Ms. Wolter up to speed on the work that was done last fall and that they have decided to move forward with gutter cleaning rather than installing leaf guards. MMM will work on getting estimates prior to fall.

Rental Restriction Amendment - Update

The Board would like to have this kept on the agenda so that the amendment may be attempted again within twelve months.

Schedule Pond Clean Out (Both Ponds)

The Board discussed this project at length, and it was decided that MMM will facilitate a meeting with Steve Ward onsite to discuss the scope as it is a large expense. Tony and John think that it may be possible to hold off on this until next year. Ms. Wolter explained Steve Ward's concern that if left for another year the cattails will be more difficult to remove. The scope of work will be determined upon meeting with Mr. Ward.

Heat Tape - Update

The Board explained that this project did not get completed last year due to issues with the vendor and that it needs to be followed up on this summer.

Tree Issue to the South

This issue was resolved by Mr. McCrackin.

Outside Water Bibs

The Board reported that this item did not need to be on the agenda and was not discussed.

Insurance Quotes

The Board discussed the need to change from the Traveler's Insurance policy due to their increase in the annual rate. Ms. Wolter has worked with the Board and Insurance of the San Juans on procuring a new policy and explained that while a portion of the Traveler's premium has been paid, the HOA will be refunded the unused portion of the payment. Debbie Kahanek made a motion to change insurance carriers to Distinguished Programs. Tony McCrackin seconded, and the motion passed unanimously.

Snow Removal Contract

The Board brought Ms. Wolter up to date on the communication process for snow removal. It was discussed that Mr. McCrackin will be responsible for contacting S&E Ward's by 6:00 am on days that removal is required. Debbie Kahanek made a motion to approve the S&E Ward's contract for 2020-2021. Tony McCrackin seconded, and the motion passed unanimously.

New Business

HOA Contracts

The Board would like MMM to send them copies of all active contracts.

Reserve Funding

Debbie Kahanek brought the topic of reserve funding up for discussion. The question of whether the HOA is following the best practice for reserve funding was discussed. Tracey Wolter explained that the best practice is for the HOA to perform a reserve study, which was done in 2015. The reserve study should be reviewed annually to ensure that adequate funds are being collected. The requirement of collecting reserve funding at each real estate closing was discussed. The amount currently collected is \$185.00. Debbie Kahanek would like the Board to consider increasing the amount to \$500.00 based on increases in sales prices over the years.

Next Meeting Date

The Annual meeting is tentatively scheduled for May 23, 2020 with a location TBD.

Meeting Adjourned

The meeting was adjourned at 8:10 pm.

Respectfully Submitted by Tracey Wolter, Mountain Mansion Management