

CROSSROADS PARK OWNERS ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES
October 6, 2020 – 6:00 pm
Via Zoom Online Meeting

Call to Order & Determination of Quorum

Board members in attendance were Debbie Kahanek, Tim Lund, Tony McCrackin, and John Sorrell. Tracey Wolter, Association Manager (Mountain Mansion Management) hosted the Zoom meeting. With 100% of the Board attending, the quorum requirement was met, and the meeting was called to order at 6:04.

Approval of Minutes from August 7, 2020

The meeting minutes were provided to the Board in advance of the meeting and reading them was waived. Debbie Kahanek made a motion to approve the minutes of the August 7, 2020 Board of Directors meeting as presented. Tony McCrackin seconded, and the motion passed unanimously.

Financial Reports through October 1, 2020

The Balance Sheet, Profit & Loss vs. Budget were provided to the Board in advance of the meeting. Tracey Wolter read through both reports. There were no questions. Tony McCrackin made a motion to accept the financials as presented. Tim Lund seconded, and the motion passed unanimously.

Infractions

Board members asked Ms. Wolter to send information (newsletter) to owners reminding them to pick up after their pets, to keep trees trimmed off fences and how to dispose of green waste.

Old Business

Gutter work – Update

Tracey Wolter reported that she was not able to get any bids for this yet. Tony McCrackin will provide an estimate to clean the gutters and make minor repairs. Ms. Wolter will try to find a handyman to provide a bid. The Board may approve this work by email so the work can be done prior to winter.

Heat Tape – Update

Tony McCrackin and John Sorrell have been looking into heat tape issues and repair/replacement. They tested the 12 exterior outlets and found two that aren't working. They will check again to make sure that breakers/GFCI devices are not tripped. Tim Lund suggested that if the outlets need repair/replacement, that the HOA contract the work and back charge the individual owners. Tony McCrackin provided an estimate of \$300.00 per unit to replace heat tape. Ms. Wolter will try to find another handyman to provide a bid. The Board may approve this work by email so the work can be done prior to winter.

New Business

Reserve Funding & Buy-In Assessment

Debbie Kahanek voiced concern about the current level of reserve funding. She would like to raise the buy-in assessment from \$185.00 to \$225.00, which she feels is consistent with current real estate market prices. Ms. Wolter requested time to research Section 6.06 of the Declaration and references to the buy-in fee in prior Board meeting minutes.

Bylaws – Amend Meeting Date Requirement

Board members discussed changing the current wording in the Bylaws regarding the timing of the annual meeting to allow more flexibility in scheduling. Ms. Wolter will prepare an amendment for Board review and approval.

Board Volunteers

Board members discussed the need to generate interest from the membership for volunteers for the Board. Tim Lund and John Sorrell have announced that they will step down at the next annual meeting. Ms. Wolter will generate an email blast for the Board to review prior to sending.

Update Governing Documents

This will be discussed at a future meeting.

Concrete Repair

Board members discussed that are several places in the neighborhood that have bad spots in the concrete that need to be repaired (Kahanek/Leimgruber/McCrackin). Tony McCrackin volunteered to contact Carver Concrete.

Tree Work

It was noted that there are Aspens in front yards/common areas that need to be trimmed. Tony volunteered to cut them or trim them as necessary.

Pond Clean Out

Members discussed the pond cleaning that happened in the spring, and John reminded everyone that a thorough job was not done because the ground around the pond was too wet to bring in equipment. S&E Ward's was able to cut the cattails back but were not able to remove them. It was noted that there are about 1/3 as many cattails as there have been in the past, but that a more thorough cleanout needs to be done in 2021. The Board asked Ms. Wolter to contact S&E Ward's to get an updated estimate and to get on their spring schedule.

Debbie Kahanek and Tony McCrackin reported that they spent approximately eight hours cutting down cattails and pulling grass between their units and around the pump area of the pond. The pump was sucking up grass from the east pond. The Board asked Ms. Wolter to contact Steve Ward to see if he has suggestions for configuring the pump's pick-up system to keep the grass from clogging the pump.

Exterior Painting

Board members discussed exterior painting and that the west units are the first phase on the reserve fund schedule. Ms. Wolter will contact Sherwin Williams in Montrose for a list of preferred contractors and will start the process of getting estimates for painting the body, trim and soffits.

Doggie Pot Contract

The contract with Paul Forbes for doggie pot maintenance expires on December 31, 2020. John Sorrell knows someone who is interested in taking this on. Ms. Wolter will prepare an email blast asking members if they are interested in the job, which pays \$150.00 per quarter. In the meantime, Tony McCrackin will maintain the two doggie pot stations.

Community Workday

Board members suggested either May or June and will discuss further at the next meeting.

Next Meeting Date

Ms. Wolter will contact the Board with available dates, if any, in November for the next meeting.

Meeting Adjourned

The meeting was adjourned at 8:08 by Tim Lund.

RESPECTFULLY SUBMITTED by Tracey Wolter, Association Manager, Mountain Mansion Management.