

River Park HOA Executive Board Meeting Minutes

Tuesday, February 21 2017 at 9:00AM

Via Conference Call

- Pre-Meeting Discussion

Present at the meeting were Jack Petruccelli of the River Park Board, and Kerry Dunivan, Karen Dunivan, and Neomi Taylor of Mountain Mansion.

Topics of Discussion:

1. Keeping the dues at \$270.00
2. Changing the fiscal year to Jan-Dec
3. Requesting bids for landscaping before sending the budget to the board
4. Possible loan from Jack to the HOA to pay current bills till assessments start to come in

- Call to Order

The meeting was called to order at 9:16AM when Jason Wolters, Charles Mueller and David Lurye joined the conference call. Jack caught them up on the previous discussion.

- Approval of Minutes from Previous Executive Board Meeting

There were no minutes on file.

- Financial Reports through February 15, 2017

Financials were discussed.

- 2017/2018 Proposed Budget (changed to 2017 Budget to run with fiscal year)

Charles Mueller said he was ok with adopting the budget at \$300.00 per Unit. David Lurye wants the budget approved sooner rather than later and was ok with the \$300.00 dues or raising it even more since money had to be infused into the account last year to pay for expenses. Jack would like to stay where he is financially, not paying any further HOA dues and not infusing more money into the HOA, he does not want to be reimbursed for what he previously paid; the monies he provided should be saved as pre-paid assessments.

A motion was made to raise the 2017 assessments to \$300.00, the motion passed with a unanimous yes vote.

- Open Discussion

David and Jack are the signatories on the bank account. A motion was made to add Karen Dunivan with unanimous approval.

Jack stated there are no working bylaws and requested Mountain Mansion Management creating some for the River Park HOA.

A motion was made to change the fiscal year from May-April to Jan-Dec with unanimous approval.

The annual owners meeting will be held at the Ridgway Library, date and time to be determined.

Jason raised a question about changing the Board of Directors. Jack wants to request nominations for the Board. Mountain Mansion Management will have ballots in place for Board nominations at the annual meeting

9:33 Jason, David, and Charles left the call.

Jack expressed concerned about the irrigation system; they have had problems with it in the past and he wondered if Mountain Mansion Management could look into it further to see what the issue is. Kerry Dunivan said he would go and talk with the landscaper to see where the main issues are occurring.

There are two D&O insurance policies for River Park, Jack stated one needs to be cancelled. It was also suggested to change insurance companies.

Jack stated that any expenses not in the budget should be cleared with the board before writing any checks. Also any check over \$1000 need to have two signatures.

Webber's dues came up and whether or not we should invoice or charge. It is to be discussed by the board.

- **Adjournment**

The meeting was adjourned at 9:50AM

Action Items:

1. How many liens are in place
2. How many units are being billed and how much are they billed
3. Management was asked to budget expenses for what is needed for the next 3-4 months
4. Management should send an introductory letter to the ownership.
5. We are only to charge vacant lots one assessment for annual assessments even if they are labeled as duplex or triplex lots.
6. Jack will provide current plat maps to management.

Next meeting Friday, February 24 at 9:00am.

Continued River Park HOA Executive Board Meeting Minutes

Friday, February 24, 2017 9:00AM
At the office of Mountain Mansion Management
615 Clinton, Suite 201, Ridgway, CO 81432

In attendance was Jack Petruccelli, River Park HOA Board President also Sylvia Pennings, Neomi Taylor, Kerry Dunivan, and Karen Dunivan of Mountain Mansion Management.

The previous assessment invoicing was for October 2015 – September 2016. Since October, November, and December 2016 have not yet been invoiced the 2017 assessment invoice will have prorated assessments from Oct, Nov, and Dec 2016 as well as the \$300.00 assessment for 2017. The 2017 Assessment will be \$300 per Unit. Jack agreed that would be the best option.

Management confirmed 86 Units are being billed and that the vacant Triplex and Duplex lots are only being billed as one Unit for Annual Assessments, which brought us to total 92 Units.

Jack Petruccelli confirmed he is the president of the River Park HOA Board, Jason Wolters is the vice president, David Lurye is the secretary and treasurer, and Charles Mueller is member at large.

Creating a River Park website was discussed however Jack would not like the financials on the website therefore it would not be necessary for the website to be password protected.

Mountain Mansion Management will look further into the affordable housing lots and how long those statutes are in place.

Mountain Mansion Management will send the bylaws to the board for review.

Tentatively the Annual Meeting was set for March 30th at 6:00pm at the Ridgway Library.

Mountain Mansion Management will send out a meeting package for the Board to review prior to sending the meeting notice to all owners. The Annual Meeting package will be sent via USPS.

The annual assessments will be invoices immediately after the Annual Meeting.

Next meeting will be held on Monday, February 27, 2017 at 9:00 AM with David Lurye and Jack Petruccelli.

Continued River Park HOA Executive Board Meeting Minutes

Monday, February 27, 2017 at 9:00AM

At the office of Mountain Mansion Management

615 Clinton, Suite 201, Ridgway, CO 81432

In attendance was Jack Petruccelli, River Park HOA Board President and David Lurye, River Park HOA Secretary/Treasurer. Also present were Kerry Dunivan and Karen Dunivan of Mountain Mansion Management.

Topics of discussion:

1. David Lurye will review the Bylaws presented by Mountain Mansion Management.
2. Jack would like to have an agenda item on the Annual Meeting agenda to discuss the pre-paid assessments that Jack and David have provided to the Association.
3. An Annual Owners meeting date, time and location was discussed. TBD
4. Election of officers at the Annual Owners meeting was discussed. It was determined that nominations would be taken from the floor at the Annual Meeting. Secret ballots would be provided at the Annual Meeting for voting purposes.
5. Management was directed to send the Annual Meeting package to the Board of Directors for their approval before mailing to the ownership.
6. Management was directed to research the ARB deposits. The Board needs to know how many deposits are being held and what account the funds were deposited into. Karen will research this and respond to all Board members. This information will have a direct effect on the monies needed to be infused into the Association to cover current bills.