

**Starbright Townhome Association  
Minutes  
Board of Directors Meeting  
March 1, 2020  
On site**

- I. **Welcome/Roll Call:** Meeting was called to order at 10:47 AM. Those present were Valerie Gilliam, President, Ashlie Kane, Vice President and Dana Ehlers, Member at Large
- II. **Approval of Sept 2019 Board Meeting Minutes –** September minutes to be sent out to board members and approved via email.
- III. **Financial Review**
  - a. **Past Dues –** 2 homeowners show delinquencies and both are on payment plans. All other receivables are reflective of regular monthly dues and the special assessment. It appears that everyone is paying.
  - b. **Current balances –** the board is pleased with the cash balance held by the HOA. \$30,551 less note payable of \$7,141 = \$23,410 in funds.
  - c. **Year End Budget comparison –** the HOA has collected 109% of regular monthly dues by year end 2019. The overage is probably due to some dues being paid early. Year to date expenses are 11% higher than budget (\$38,810 spent vs. \$35,110 budget.) \$10,500 + \$2490 concrete repair was removed from expenses since that is part of special assessment income and expense.
  - d. **Approval of financials –** financials approved by the Board unanimously.
- IV. **Old Business**
  - a. **Discuss repairs needed and prioritize.**
    - i. **Asphalt repair –** Ashlie to contact Valley Pavement Maintenance to get this work scheduled in the spring.
    - ii. **Homogenous design for front of units –** lattice dividers and landscaping .
      - 1. Board has a bid for lattice dividers from Wes Oakes for \$8340.
      - 2. Josh Thompson of Thompson Enterprises would install 2 boulders, new fabric and gravel for \$350 per unit.
      - 3. Landscaping has been put off by the board due to more pressing needs of the HOA to be discussed later in the meeting.
      - 4. Because it does not seem financially possible at this time to complete the lattice dividers and landscape the front areas, the Board will investigate whether this responsibility can be put upon the homeowners.
    - iii. **Lift and level concrete –** work has been completed.
    - iv. **Elm seed bugs –** someone from the board to contact pest control service and ask them to spray again this year for the butts.
- V. **New Business**
  - a. **Siding replacement**
    - i. Valerie spoke with Bart of Stephenson Siding and Windows. Bart came out and looked at the buildings in December and he feels that the siding will only last another 1 – 2 years and his ballpark estimate for the work is \$104,000.
    - ii. Valerie also called Freedom Construction. The Receptionist stated that this type of work would have to go through the owner so she said she would pass

along a message for the owner to call Valerie. Valerie did not receive a call back from Freedom Construction.

- iii. Bart from Stephenson also stated that when siding is replaced it might be a good time for window replacement.
- iv. The board will call Bart on a regular basis for update on cost of siding and will find out how much window replacement would cost for each homeowner. The homeowners are responsible for windows.
- v. Valerie pointed out that the sum of \$104,000 is not insurmountable. The HOA will need to start saving now for this expense and possibly pass another special assessment. After paying for asphalt repair and re-painting, the HOA will have approximately \$13,000 saved up for the siding replacement, or that money could be held in reserves. Siding replacement is estimated to be \$4000 per home. If a loan is taken out with a 5 – 7-year payout, payments from homeowners would be \$67 - \$48 extra per month. The board feels strongly that this will be a priority over the next couple of years.
- b. Valerie's resignation from the board – Valerie will be selling her townhome so will no longer be able to serve on the board.
- c. Valerie will send out a farewell email to homeowners, introduce Ashlie as the new President and alert homeowners to the impending siding replacement. A call for volunteers for the board will be made.

**VI. Other Business**

- a. Enforcing 1 pet policy – the board is flummoxed on how to enforce the 1 pet policy. Valerie suggested that Listing Agents are sent Star Bright Rules and Regs as soon as a for sale sign goes up. Once a resident has obtained more than 1 pet, what can be done. It was discussed that this issue would be brought up with Elizabeth to see if she has any recommendations.
- b. Gutter clean out – it appears that the gutters need to be cleaned again. This will be scheduled.

**VII. Meeting adjourned at 11:56AM.**

- 1. Obtain bid from landscape companies to remove trees too close to buildings. Also, homogenous landscape design.
- 2. Follow up with Josh of Thompson Enterprises about landscaping.
- 3. Email to homeowners regarding change in the board, elm seed bugs, siding.
- 4. Contact Advanced Pest Solutions
- 5. Contact Elizabeth about 1 pet policy