

## MINUTES OF THE BOARD OF DIRECTORS MEETING OF GARFIELD MOUNTAIN TOWNEHOMES ASSOCIATION, INC.

### CALL TO ORDER

The Board of Directors held their regular meeting on September 5, 2019 via teleconference. Notice of the meeting was given to Heritage Property Management on 8/30/2019. The meeting was called to order at 5:35 p.m. by Joe Hendrickson.

### PRESENT

A quorum was declared based on the presence of the following Directors in attendance: Joe Hendrickson, Kathleen Threet, and Corry Mihm.

### PREVIOUS MINUTES

Meeting minutes have been reviewed and approved by the Board and have been e-mailed to Heritage and posted on the website.

### FINANCIAL REPORT

- Collections - The board reviewed current outstanding balances. Board will request a payment agreement letter to be sent to owners outstanding from Heritage.
- Invoices reviewed and discussed for April 2019 through July 2019
- Financial report based on balances from April 2019 through July 2019
- Returned check fees were discussed and verified with Heritage that a \$25.00 fee will be incurred for each returned check to each owner's ledger.

### UNFINISHED BUSINESS

- We are waiting for reply from Heritage on questions posed on Lien Worksheet. Board will review this at next meeting.
- Discussed budget items for annual meeting with agreement that insurance amount should be increased each year.

### NEW BUSINESS

- Electronics and Furniture are being disposed of in dumpster. We will request that Heritage send a letter notifying all owners of the items not allowed by Disposal Company policy.

### NEXT MEETING

Annual Meeting for the HOA will be on November 7, 2019 at 4:30 p.m. at Heritage Property Management and via teleconference.

The next regular Board meeting will be tentatively held on February 20, 2020 at 5:30 p.m. via teleconference.

### ADJOURNMENT

There being no further business, the meeting was adjourned at 6:24 p.m.

Respectfully submitted,  
Kathleen Threet  
Board Member