

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 February 7, 2019 via teleconference. Notice of the meeting was given to Heritage Property Management on 11/2/2018. The meeting was called to order at 5:43 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 of Annual meeting were reviewed and changes proposed and sent to Heritage.

FINANCIAL REPORT

- Invoices reviewed and discussed for July 2018 through December 2018.
- Insurance paid invoice was checked as we had requested it be paid in January.
- Financial report based on balances from July 2018 to December 2018.
- Collections - The board will request a more detailed accounting of each lien, late fees, collections for Heritage. Corry put together an Excel sheet template as a example for them.

UNFINISHED BUSINESS

- The board reviewed the latest Lien filed on 12/7/2018.
- Reviewed and discusses the current collection information from Heritage.
- Surveyed the 2019 Budget and discussed items that remain a priority with accounts still in collections. A request will be made of Heritage to provide us a copy of the budget for 2018 and actual year end totals and 2019 Budget side by side for clarity.

NEW BUSINESS

- The Board discussed the need to request bids for preventative snaking and viewing with a camera of the sewer line to the street to be done once a year in the fall. A request for bids has been given to Heritage for this.

NEXT MEETING

The next regular Board meeting will be held on May 16, 2019 at 5:30 p.m. via teleconference.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:23 p.m.

Respectfully submitted,
Kathleen Threet
Board Member