

Star Bright Townhome Association
Minutes of Board of Directors Meeting
01 20 19
10:00 AM on site

- I. **Welcome/Roll Call:** The meeting was called to order at 10:00AM. Those board members present were Valerie Gilliam (President,) Ashlie Kane (Vice President,) and Dana Ehlers (Secretary/Treasurer.)
- II. **Approval of July 1, 2018 Board Meeting Minutes**
 - a. Due to the length of the minutes, this item was deferred to a later date.
 - b. July 1, 2018 Board Meeting minutes are to be sent to the board via email for approval.
- III. **New Business – discuss repairs needed and prioritize**
 - a. The following work needs to be completed: power wash siding, repair siding as needed, repair/replace/prime/paint window fascia and trim.
 - i. The board reviewed the following bids: Baker Services LLC – total \$23,220, Wes Oakes – total \$10,500, Stephenson siding – total \$21,160 (did not include power washing.)
 - ii. The scope of the work included in each bid was slightly different: Baker Services and Wes Oakes were similar in scope; however, Stephenson Siding proposed pulling off old fascia and window trim and replacing with new G8 (wood.) We placed a conference call to Brian Ruble, owner 255 #1, who has experience in construction to ask his opinion if window fascia and trim should be replaced or primed and painted. His opinion that both repairs would last about the same amount of time to it was “6 one and ½ dozen to another.” We then placed a conference call to Wes Oakes and he explained to the Board that he felt that his price of \$10,500 was just right and that he did not feel that it made sense to replace window fascia and trim unless it needed to be replaced. The board also expressed concerns regarding the power washing and windows leaking and Wes explained that water should not leak through the windows. This issue will be discussed further with HOA Management and owners.
 - iii. After the 2 phone calls, discussion ensued regarding the bids and the board decided unanimously to award the work to Wes Oakes. Wes has completed work for the HOA in a satisfactory manner in the past and the HOA will save considerable money, leaving enough out of the special assessment to complete other projects.
 - iv. Other maintenance items are to be discussed by the Board at a future date.
 - b. Discuss concerns regarding power washing and windows leaking
 - i. The board discussed this issue at length and no resolution was found. The board also asked Wes Oakes about it and he did not seem to think it would be problematic. It was decided that Valerie Gilliam would contact Elizabeth at Heritage Property and HOA Management to discuss this issue further.
 - c. Discuss CC&R’s Article 10.4 – the Board has concerns that this article states that the HOA is responsible for “glass.” This is antiquated language and the Board does not want the HOA to be responsible for the replacement of windows. Ashlie Kane

suggested that we ask our Insurance Agent, Josh Dewitt, regarding this issue since this was an item discussed at the October annual meeting. Valerie Gilliam to contact Josh Dewitt and seek advice. The idea of creating new set of CC&R's was also brought up since the current CC&Rs are very antiquated. Valerie Gilliam to research how much it would cost to have the CC&Rs re-done.

IV. Financial Review

- a. Past dues: Elizabeth Marvin sent over a list of those owners still past due. There are 3 past due accounts which total \$12,000, including the new special assessment of \$1109 per unit. All owners are paying on a monthly payment plan to get caught up. The board is pleased with the work of Heritage Property and HOA Management on the collections. If the amount of the new special assessment is taken out, the past dues are \$8673 which is a huge improvement.
- b. Set up account for reserves – Valerie Gilliam is pursuing a loan secured by a pledge of the special assessment. Alpine Bank requires a legal review of the HOA By-Laws and CC&Rs and will charge \$1500. Other loan alternatives are being pursued. If a loan is obtained from a different bank, we may have to open an account with said bank. The new account will have \$13 from each homeowner's monthly dues deposited into and will be titled as a Reserve Account.
- c. Approval of financials – the financials that have been sent to us by Heritage Property and HOA Management were unanimously approved by the Board.

V. Other Business

- a. Parking issues have somewhat subsided but is still an issue. The board would like to find out how much it will cost to add signage to the premises regarding parking.
- b. There doesn't seem to be much dumpster violations going on; however, the Board would like to find out how much it would cost to add signage to the dumpster about illegal dumping.
- c. The board would like to investigate how much it will cost to re-paint the parking lines for each unit.

VI. The meeting was adjourned at 12:00PM.

TO DO:

- 1. Contact Josh DeWitt about glass.**
- 2. Contact Elizabeth Marvin about concerns regarding power washing.**
- 3. Obtain cost for signage for parking and for dumpster.**
- 4. Obtain cost for having CC&R's re-written.**