

700 Golfmore Homeowners Association Monthly Meeting

November, 25th 2018 at 11:00am
Keller Residence / 700 Golfmore Drive / Unit C / Grand Junction, CO 81506

Minutes

1. **Call to order:** 11:01am
2. **Attending:** Pauline Lyttle-Porter (President), Richard Keller (Vice President), Lindsay Keller (Secretary/Treasurer)

3. **Walk around complex to identify issues and prioritize repairs:**

Unit A - 5 Repairs

1. South facing windows and sills (2) need repair
 - o Action item: Lindsay to contact Vern at PNCl for quote



2. South facing heat vent needs cleaning
 - o Action item: Lindsay to contact Vern at PNCl to add to Monthly Maintenance List



3. East facing window box in need of drainage solution
 - o Action item: Lindsay to contact Vern at PNCl for quote



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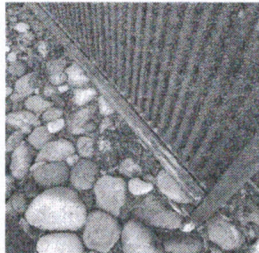
4. West facing window box in need of drainage solution
 - o Action item: Lindsay to contact Vern at PNCI for quote



5. North, rear patio window that was repaired needs caulking
 - o Action item: Lindsay to contact Vern at PNCI to add to Monthly Maintenance List

Unit B - 2 Repairs

1. West facing lattice needs painting/repair
 - o Action item: Lindsay to contact Vern at PNCI to add to Monthly Maintenance List



2. Breezeway skylight ABD needs crack repair
 - o Action item: Lindsay to contact Vern at PNCI to add to Monthly Maintenance List



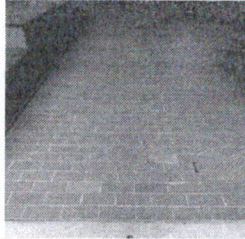
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Unit C - 2 Repairs

1. Drainage solution needed for Breezeway CEF
 - o Action item: Lindsay to contact Vern at PNCl for quote



2. East facing lattice needs repair/painting
 - o Action item: Lindsay to contact Vern at PNCl to add to Monthly Maintenance List



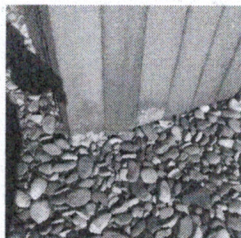
Unit F - 1 Repair

1. Remove metal tray and replace with TREX
 - o Action item: Lindsay to contact Vern at PNCl for quote



Unit H - 1 Repair

1. West, front pony wall needs painting/repair
 - o Action item: Lindsay to contact Vern at PNCl to add to Monthly Maintenance List



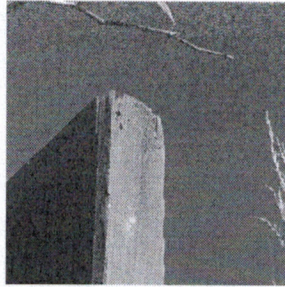
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Unit I - 1 Repair

1. West, facing board needs painting/repair
 - o Action item: Lindsay to contact Vern at PNCI to add to Monthly Maintenance List



4. Review and approval of November 2018 Financials

- a) Review of YTD Budget Comparison (handout)
 - i. Total Income: \$0.00
 - ii. Total Expenses: \$10,851.97
 - iii. Net Income: \$-10,851.97
- b) Review of Alpine Bank and Buildium balances (handout)
 - i. \$ 8,172.60 - Operating Account
 - ii. \$48,728.36 - Capital Reserves
- c) Transferred \$7,000 of Capital Reserves to Operating Account: PNCI was delayed in their 2018 billing. Four invoices were paid in November and \$7,000 of Capital Reserves was transferred to the operating account to cover these projects and maintain cash flow consistency:
 - Invoice 3668 for \$270.70: Repair leak in Unit A window
 - Invoice 3669 for \$2,457: Breezeway CEF skylights
 - Invoice 3670 for \$1,464: Unit A window sill
 - Invoice 3671 for \$655.51: Unit G backflow preventer

5. Old Business

- a) **Annual Meeting:** Friday, December 14th, 2018, at 10:00am at Wells Fargo Advisors (120 W. Park Dr., Suite 105, 81505)
- b) **Roof Inspection:** Per Colorado Roofing & Architectural Sheet Metal, LLC on 10/13/18, "One thing that you will continue to need to monitor is the tree branches so that they do not come in contact with the roof during a wind storm. These should be trimmed back by your landscaper the next time they are out to the property. The only place that I saw where this needs to happen in the front of the

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building on the North side of your units. These tree branches are up on the high roof."

o Action Item: Pauline to contact WD Yards in Spring 2019.

- c) Backflow Valves:** Per Vern on 11/13/18, "I met with WD yards yesterday and he will send you a proposal on changing up the domestic drip system and actually delete that backflow preventer. Depending on what you all decide we will follow up on Robert's fix to determine if additional repairs are needed."

o Action Item: Pauline to contact WD Yards in Spring 2019.

- d) Garage Tile:** Replaced on 11/23/18.

- e) Insurance Review:** Per Debbie at American Family Insurance, "Condominium rates in Colorado rose due to the increase in claims, especially on the front range".

- f) Breezeway Inspections:** Per Vern on 11/08/18, "I suggest budgeting \$1,000/quarter the 2019 budget that can be used to fix these windows and seals as they arise."

6. New Business

- a) Review 2019 Draft Operating Budget (handouts)**

After reviewing the 2019 Draft Budget, the Board proceeded with accepting the draft for vote at the December 14th, 2018, Annual Meeting. There will be no dues increase in 2019.

- b) Review of Capital Improvement Projects and Budgeting Proposals (handouts):** Pauline to author a Newsletter prior to the Annual Meeting.

- c) Review Agenda (handout)**

Agenda finalized for the 2019 Annual Meeting.

7. Adjournment: 1:03pm

Submitted on 12/02/18

Lindsay Keller, Secretary/Treasurer