



## Board of Directors Meeting

April 15, 2020 7pm

Virtual Meeting

### Called to order at 19:02

- **Directors in Attendance:** (5): John Mellick, Jacob Andersen, Bruce Bell, Charlie Matthews, Scott Kingsford. Quorum was established.
  
- **4 Degrees Team-** Monique
  
- **Prior Meeting Minutes Approval-** Approved via email prior to the meeting.
  
- **Financial Review-**
  - **Meadowwood**
    - Operating \$109,654
    - Reserves \$42,773
    - Savings \$51,363
  - **Garden Ridge**
    - Operating \$39,793
    - Reserves \$24,642
    - Savings \$30,395
  - **Gray Hawk**
    - Operating \$18,135
    - Reserves \$6,876
    - Savings \$4,638
  - **Rocky Hill**
    - Operating \$43,927
    - Reserves \$13,332
    - Savings \$83.30
  
- **Financial Discussion-** Jacob made a suggestion that the projects within Meadowwood HOA be charged in a reimbursement manner as opposed to the current method of an estimated annual expense being determined at the beginning of the year. Discussion was had about the 2 different methods and the challenges that each pose. Bruce volunteered to review the past 3 years of financials for each project so he can assess

with 4 Degrees and bring more detailed information to the next meeting for more discussion among the Board.

- **Snow Plow Review-** Bruce along with Scott will work with 4 Degrees to revamp the current scope of work to ensure it includes all the needed service for the association and each project in the association. The board wants to ensure the level of service promised at the sale of each unit is being achieved. Once the scope of work is developed and approved by the board, bids will be collected for the next snow removal season.
- **Tree Root & Health Committee-** Jacob and Judy met to discuss their ideas and work on a plan for tree health. The plan is still being developed. More information will be brought to the next meeting.
- **Vendor Contracts, Terms and Conditions-** Steve Falarido and 4 Degrees met via phone in the beginning of April to review the current bid collection and contracting procedure. 4 Degrees is considering the information collected to determine if the information discussed will be able to enhance the bid collection and contracting process.
- **Landscape Start up-** Sprinklers were turned on during the week of April 13th. The sprinkler system is being assessed so any needed repairs can be addressed. All other landscaping services are on hold until the “Stay home, Stay healthy” restrictions are lifted.
- **2020 Projects**
  - **Bark application in parks-** Completed during the week of April 13th under cost by approximately \$1000.
  - **Gray Hawk Monument-** The monument was not completed when the repairs happened in the spring. Stone and Fire will be completing the project, but due to not being considered an essential business under the “Stay home, Stay healthy” restrictions had to put the project on hold. Once restrictions are lifted, the completion of the project will be scheduled.
- **Avista Tree Project-** Due to the trees along Mission Ave encroaching on the power lines, Avista had asked if the association would allow them to remove the trees and plant different trees that would not encroach on the power lines at no cost to the association. They proposed removing 53 trees, replacing 24. They would also like to add 3 trees to the swale on Boone as well as adding a willow tree to help with pooling of water in the swale.

Motion: Accept Avista proposal and allow them to move forward with the project.  
Motion made by Jacob, Seconded by Charlie and passed unanimously.

- **Newsletter-** The board would like to develop a newsletter to send to the owners this spring. Topic suggestions were discussed. 4 Degrees will work with the secretary to develop the newsletter and have it sent to the owners.
- **Open Board Positions-** 3 Board members have resigned. The board will need to appoint owners to these open positions. The board would like to send a call for volunteers before filling the open positions. Appointing owners to these open positions was tabled until the next board meeting.
- **Open Discussion:**
  - **Question:** Revisions to the bylaws may be needed. It was suggested to include homeowner input in the revision process, perhaps by creating a committee of homeowners.
    - **Board Response-** The board liked this suggestion and will look at forming a governing documents review committee when the time comes.
  - **Topic:** Letter that was sent to the board by Sharon Shutts. The letter asked to have homeowners in the GrayHawk project included and involved in the project processes.
    - **Board Response-** The board liked the suggestion and will create a project committee that will include 1 board member and 2 homeowners.
  - **Topic:** Backflow testing- Who is responsible and who performs the service?
    - **Board Response-** Homeowners are responsible for the backflow testing of their properties, the association is responsible for the association common areas. The association will be assessing the common area irrigation systems to determine if a backflow valve needs to be installed and then make sure the proper testing is taking place.
  - **Question:** Can we have quarterly financial reports posted on the website?
    - **Board Response-** Currently, annual financials are posted. The board will look at the cost and time related to posting financials quarterly to determine if this is feasible.
  - **Who responds to the [Contact@meadowwood.com](mailto:Contact@meadowwood.com) emails?**
    - **Board Response:** Emails sent to this address are received by the board officers and 4 Degrees. 4 Degrees responds to the emails.
  - **Question:** There is an Adult Family Home in the association. Is this allowed?
    - **Board Response:** Yes, even though the governing documents that prohibit businesses from operating in the association, there are state and federal laws that prohibit an association from refusing to allow Adult Family Homes in the community. Adult Family Homes in the community are still subject to following the rules of the community.

- Meeting was adjourned at 8:56pm