

# Terraces at Meadows Run

## Board meeting Minutes for February 5, 2020

### **(A) Roll call**

Board members present: Michelle Caporicci, Pete Carson and Tim Cass

Non owners present: Nicole Pieterse- Legal Counsel, Scott Bengel- Catapult Consulting and Barrett Miller- ASAP Accounting & Payroll

### **(B) Appointment of Officers**

Nicole asked if everyone was in agreement to the positions decided at the last Board meeting, Tim Cass- President, Pete Carson-Vice President and Michelle Caporicci-Secretary/Treasurer, there were no objections. Pete Carson made a motion to appoint the officers as stated, Tim Cass seconded the motion, all were in favor, motion passed unanimously.

### **(C) Old Business**

Tim Cass asked if the snow bars could be removed from the stand-alone garages to mitigate the water penetration. Scott Bengel stated that the leaks are caused by the snow bars and asked Nicole if it was a requirement of Mountain Village to have them. Nicole deferred the question to the Community Development Department as she was unaware of the rules. There was discussion in regards to the snow bars and the Board noted that if deemed appropriate, have them removed and install warning signs.

The Board asked Nicole to craft an email to the owners in regards to the rules and regulations, asking for contact information on owners, management company, long term renters and keys for Knox box or codes for the unit in case of emergency.

Michelle stated that the Reserve study should be posted and reviewed by the Board moving forward, everyone was in agreement. There was discussion on who needs to review the management reports, it was decided that Scott will email Tim the reports for review and Tim will send to Barrett to post on the website.

### **(D) New Business**

Recommendation for Bylaw Amendments

Nicole stated that the Declarations and Bylaws conflict regarding what determines a quorum, one says half, the other a majority. Nicole stated that since it is hard to reach a quorum, the Board could change the number needed to deem a quorum, but would require approval by the members to do so. Nicole stated that the Board could make the change to a majority of members without member approval. Nicole mentioned the other inconsistencies is the number of Board seats with the Declaration stating 3 seats and the Bylaws stating between 3 and 6. Nicole advised the Board to remove the insurance language stating that the HOA will insure units for liability, of which 18 Units will need to approve.

Nicole stated that Pete Carson wanted to add language for the HOA to be able recover costs if owners fail to allow access for repairs that result in damage, holding the owner responsible for the insurance deductible.

The Board instructed Nicole to put together language for changes to the Declarations and Bylaws including the quorum, board seats, insurance and ability to recover costs from owners.

Barrett Miller asked if the Board wanted to put the approval of minutes on a ballot for vote by owners or table until the next owner meeting. Nicole commented that a draft copy can be posted and the approval be tabled until the next member meeting, the Board was in agreement with this idea.

Barrett Miller asked the Board what the status of the gift cards was that were used to award owners for meeting attendance. Nicole stated that Scott had 3 left. The Board suggested giving them to Nicole, Scott and Barrett. All appreciated the idea, Barrett declined to accept noting company policy. Nicole suggested that Scott decide who to give them to, all were in agreement.

Tim Cass asked if text messaging would be an acceptable form of communication to owners. Barrett stated that with regulations in receiving documents email was the best form of communication.

Pete Carson motioned to accept the new insurance carrier, Tim Cass seconded the motion, all were in favor, motion passed unanimously.

**(E) Adjournment of meeting**

Michelle Caporicci motioned to adjourn the meeting, Pete Carson seconded the motion, all were in favor, meeting was adjourned at 2:42pm.

Date of Approval: \_\_\_\_\_

Attest:

\_\_\_\_\_

Michelle Caporicci, Secretary & Treasurer