

Coventry Club HOA
Annual Meeting
March 3, 2018

Call to Order

The meeting at Goodwill Community Room, was called to order by HOA President Steven Grandona at 4:04 P.M. With 12 owners in attendance and 2 signed Proxy forms the necessary quorum of 5 members was established by HOA property manager, Tonya McFarland.

Welcome

There was a brief introduction of the Board of Directors: Steven Grandona – President, Judy Kelley – Secretary, and Dave Wallen – Member-at-Large. Members were invited to volunteer on the Board, Steve would like to stepdown as President and Judy would like to step down as well. There was some interest from Dawn Tooker but she wanted to speak with the management company. Tonya will follow-up with Dawn.

Discussion:

The floor was opened for general discussion and concerns. Discussion included patio fences and who's responsibility it was to care for them. Tonya and Steve explained, the owners are responsible for the patio fences however in the past the HOA has paid to take them down as a safety issue, but owners are responsible for replacing.

Placement of satellite dishes, Tonya is working with an attorney to determine if the HOA can legally have the two dishes which have been placed removed under OTARD Regulation. Once we have an answer the board will determine next steps.

The responsibility of window replacement, the HOA is responsible for trim and Tonya will confirm who is responsible for entire window replacement.

Question of whose responsibilities the concrete steps fall under as individual units are entered. The belief is that will be the owners, but Tonya will also confirm.

Question regarding barking dogs, if Tonya is notified she can send out a letter to the owner. If that does not solve the problem the issue can be taken up with Animal Control.

New Business

Landscaping Bid: Tonya explained when the Board was working on the budget the HOA would go out for bid regarding landscaping. The goal was to find a new company who would work with the management company to find ways to reduce costs to the HOA in both the care of the landscaping and watering.

Steven presented the companies and the pricing they offered. Bids included Never McPhail, Bookcliff Lawn Care, 4 Seasons Lawn Care, and Taylor Landscaping. Terry with Taylor's Landscaping had notified Tonya that he had provided a contract for 2018 and his pricing would remain the same.

Discussion included snow removal. Steven was interested to ensure Bookcliff Lawn Care provided this service. Tonya informed the cost was \$100.00 per push for sidewalks and \$175.00 per push for the parking lot this does not include ice melt. It was felt this was reasonable. Discussion also included Bookcliff had the capacity to easily perform repairs which would be beneficial if there was a major irrigation line break.

A motion was made and seconded to accept Bookcliff Lawn Care as the 2018 Landscaping company. The motion passed with a majority in favor.

Tonya will notify Terry and determine if 30-days' notice is required and follow-up with Bookcliff Lawn Care.

Roofs: This year the HOA will go out for bids for the roofing project. Tonya had a difficult time with All Star Roofing communicating with her and often had to get Steven involved to move the projects forward. In addition, some owners had previously expressed the project was not started and/or completed in a timely manner. Tonya proposed that the contractor should be willing to look at all the unfinished buildings and help the HOA in deciding which roofs should be completed in priority of need.

Old Business and Discussion

Discussion: Trim repairs and paint – monies have been allotted in the budget to begin repairing and painting the trim. This will be an ongoing project as the HOA does not have the funds to tackle the whole HOA starting with the worst this year.

Discussion: The repair and striping of the parking lot was delayed last year due to several events – funds were initially low to take the project on, in addition to monies being spent to take out two berms for additional spaces. Tonya and Steve worked with Alpine Pavement to begin the project however upon completion on their last project Alpine Pavement went out of business. Tonya called several companies, and all stated they had more projects than season left. It is in the plans and budget to continue this project in 2018.

Treasure Report

Tonya reviewed the current accounts, their purpose and funds for 2017:

Operating Account - \$8,918.33

Reserve Account – \$7350.62

Special Assessment (Roofs) - \$1,815.42 (these funds need transferred to the operating account to reimburse for the cost of the roof – Tonya will make correction)

Budget

Tonya McFarland presented the proposed 2018 budget. Discussion included number of owners and amounts past due, there are 2 owners significantly past due for approximately \$8000.00. It was discussed these owners would be turned into collections for correction, the next step would be filing for foreclosure.

A motion was made and seconded to approve the 2018 budget. The motion passed with a majority approval.

Roof Assessment for 2019

As there are 7 buildings to complete, the HOA will continue to call a \$200.00 special assessment. The motion was made and seconded. The motion passed with a majority approval.

Tonya announced she was switching to a new software platform Appfolio which will allow for owners to log-in to their accounts and pay their dues. Interested owners will need to provide their email address in order to sign-up.

The Meeting was adjourned at 5:06 P.M.