

**Country Creek Patio Home Association
Board of Directors Meeting Minutes
Wednesday, March 19, 2025 @ 1:00 p.m.**

1. Call to Order and Roll Call

- a. Board members present: Linda Clifford (LC), Joyce Kurt (JK), John Rodwick (JR), Jean Citkovic (JC), Ron Snell (RS), Kathleen Wilkins (KW), Joanne Drake (JD)
- b. CIC Management present: Christine Sartoris (CS)

2. Review Agenda – Adopt/Amend. The agenda was adopted unanimously.

3. Adoption of Minutes from the Board Meeting dated February 19, 2025, and March 5, 2025. The revised minutes were adopted unanimously.

4. Member Presentations to the Board

- Budget-related questions - CS explained that the Budget line item (under Income) Less Deferred Maintenance Reserves reflects the amount from the Monthly Assessments that fund the reserve account. CS also explained that the line item (under Administration), Web Portal/Software Subscriptions, refers to the Member Portal, Google subscription, and Microsoft Office subscription.
- A question regarding unauthorized signs on properties was asked, and it was advised to report them to the helpline.
- Inquiry about the efforts to encourage board candidacy. It was explained that potential candidates are identified through committee involvement and supportive behavior. Outreach this year was conducted through the Cat Tales newsletter, blast communications, posting of candidacy requests, and approaching individuals who exhibit the qualities of effective board members.
- Due to a board vacancy, Joanne Drake was appointed to fill the remaining two years of a three-year term. CS explained we have a staggered board, elected to three-year terms.

5. Action Taken at the March 12, 2025 Executive Session

- a. LC read into the minutes that on March 12, 2025, in an Executive Session, a motion was made and unanimously passed to maximize the damages regarding the lawsuit.

6. Reports (attachments)

a. President’s Report – Linda Clifford (LC)

- i. **Legal Update:** Mediation has been scheduled for June 6, 2025, via Zoom, with retired judge mediator Anne Ollada.
- ii. **Plastics Recycling Plant:** Thank you for the efforts of those involved in community action to prevent the plastic plant in Fruita, Astera and Jeff Leany have decided to relocate the project to an industrial area in Grand Junction.
- iii. **Secretary’s Report:** The St Patrick’s Day dinner was held at 12:30 on March 15th. There were 56 reservations, an increase of 10 from the prior year. Eighteen members have not submitted their Proof of Insurance declarations.
- iv. **Marigold Street Signage:** Marigold now has a “no outlet” street sign, thanks to JR’s follow-up with the City of Fruita.
- v. **RV Lot Spreadsheet:** The 2025-2026 RV spreadsheet has been submitted by RS to the manager. Billing for the new fiscal year is forthcoming.
- vi. **Facilities:** A new cleaning company has been hired and will begin regularly scheduled community center cleaning in April.
- vii. **Small Group Member Meetings:** The board held small group meetings with members to gather feedback on community likes, dislikes, concerns, and budget questions. Members unable to attend these meetings are encouraged to submit feedback via the helpline or drop notes in the box outside the Manager’s office.
- viii. **Portal Class:** Mary Graziano has offered to hold another portal class. If you are interested, please submit a helpline request to be included.
- ix. **Reminder:** The annual meeting is scheduled for Monday, March 31, at 5:30 pm at Monument View Bible Church. Members are encouraged to offer rides to neighbors who may need transportation to attend.

b. Treasurer’s Report – John Rodwick (JR)

- i. JR reported that as of this morning, we have \$92,000 in the Alpine Operating Account and a Reserve / Savings Balance of \$519,000 in Edward Jones. Interest earnings for the past year exceeded \$35,000, primarily due to favorable interest rates. A CD matured on March 13, yielding \$6,000 in interest.
- ii. The 2025-2026 Budget was adopted at the March 5, 2025, Special Board Meeting. The adopted budget will be presented to the members for ratification at the March 31st Annual Meeting.

c. Vice President’s Report – Joyce Kurt (JK)- No update

d. Secretary/Activities Report – Jean Citkovic (JC) -No update

e. Landscape Maintenance and Irrigation -No Update

f. Covenants, Facilities, Gardens, and RV Lot – Joyce Kurt (JK) / Ron Snell (RS) – No update

g. Legislative – John Rodwick (JR)

- i. Four categories of pending HOA laws were mentioned: enhanced transparency requirements, expanded protection for homeowners' rights, streamlined dispute resolution processes, and restrictions on fines and penalties.

h. Advisory Committee – Kathleen Wilkins (KW) – No update

i. Architectural Review Committee (ARC) – Christine Sartoris (CS) – Report on Board Portal

j. Annual Plan: Linda Clifford (LC)

- i. The Reserve Study is complete and will be made available to the membership following a Board Review.
- ii. The leadership framework is ready for adoption and implementation.

7. Old Business – None

8. New Business

a. Resolution Regarding Board Size

- i. JR/KW moved a motion to adopt the resolution to reduce the number of Board Members from 7 to 5.
- ii. Board Discussion: LC requested the resolution's effective date be changed to 4/1/2025.
- iii. Member comments:
 - Are all Board members elected? Yes, board members are elected. If a vacancy occurs, the board has the power to appoint a replacement to fill the vacancy.
 - CS advised that CIC and Committees will be used to relieve the board of staff roles so they can focus on the work of governing the association. The change is outlined in the Declarations and Bylaws and does not lengthen nor shorten any members’ terms.
 - CS reported the leadership framework is a modified version of Policy Governance. The citation is in the framework manual.
- iv. Vote taken to adopt the resolution, as amended. Motion passed unanimously.

b. Adoption of Leadership Framework

- i. JK/JR moved a motion to adopt the Leadership Framework
- ii. Member comments:
 - If there’s a conflict between the Declarations and Leadership Framework, who wins? CS advised that the Legal Counsel reviewed the documents and there are no conflicts. Under the Leadership Framework, the Board is ultimately responsible for all aspects of the association regardless of delegation.
 - In response to a question, CS advised that the emphasis is strategic rather than tactical, focusing on the broader goals, which are future-focused rather than day-to-day implementation, and avoiding being pulled in different directions based on individual wants.
- iii. Vote taken to adopt the motion. Motion passed unanimously.

9. With no further business to discuss, the meeting adjourned at 4:10 pm.

Board Action Taken:

- The Board adopted a Resolution to reduce the Board size from 7 to 5.
- The Board approved a motion to adopt the Leadership Framework.

Respectfully submitted, Jean Citkovic, Secretary