

**Minutes for the Board of Director's Meeting
Country Creek Patio Home Association (CCPHA)**

Monday, November 9, 2020 9:00 AM

1. Call to Order and Roll Call

- a. Board members present: John Moir, Dan Colesworthy, Darrel Hamilton, Lance Lehrkind, John Rodwick, Jerry Toft, Jean Citkovic
- b. Board Members absent: Jan Peterson, Linda Rousch

2. Review Agenda – Adopt/Amend

- a. A motion was made to amend the Agenda to focus on New Business.
- b. Motion seconded
- c. Vote taken
- d. Approved, with one Opposed

3. Discussion and approval of Minutes from last Board Meeting dated October 12, 2020

- a. Minutes will be distributed and approved at a later date

4. Staff Report

- a. Landscape: John Moir reported plans for the brush pile. What can be converted to mulch will be saved for the new Garden Area. He proposed that a dumpster be used in the spring and fall to transport unusable brush to Mesa County.
- b. There is a revised Maintenance Schedule posted on the Bulletin Board. The VCC is divided into four sections.

5. Members presentation to the Board

- a. None during Covid-19 restrictions

6. Presentation & Discussion by Board Members

- a. Activities: Activities that comply with Covid-19 Guidelines have resumed. The Thanksgiving Dinner will not be held, due to Covid-19 restrictions. It was mentioned that the Salvation Army will provide dinners, and there is a Produce Box distribution to seniors at the Little Salt Wash. Posters with details will be displayed on the Bulletin Boards.
- b. The Manual of Guidelines and Policies is being updated and audited to avoid conflict. Dan Colesworthy is working through it.

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- c. Budget: There was a brief discussion. John Moir is working on landscape options.
- d. Management Transition Team: Presentations by Bray, CIC and Heritage were held. A discussion ensued regarding the transition and timeline.
- e. Facilities: Lance replaced the answering machine battery and it seems to be working. The RV Parking Area gate will be open from sunrise to sunset.

7. New Business

Management Transition Discussion:

- a. TO DO: The Management Transition Team (MTT) requested that the Board members review their position's responsibilities in the Statement of Work for Board of Directors. Send comments/corrections to John Moir, along with a projection of what their responsibilities would be with a Management Company in place.
- b. Discussion revolved around an implementation plan for the Management Company and the contents of the Request for Pricing (RFP). It was recommended that the RFP contain ALL aspects of Management Company's responsibilities. This would be implemented in stages.
- c. John Moir and Sandy will prepare a list of all it takes to run our CCPHA. This list will be the RFP document. John committed to having this done by the end of January.

8. Actions Taken by the Board of the Association

- a. ARC request from 1207 Periwinkle to install an additional Patio Door and pavers was denied.

9. The next Board Meeting will be December 7, 2020 at 9:00 am.

10. Adjourn at 11:15 am.

FILE NAME: CCPHA Board Minutes 11-9-2020