

ORCHARD VALLEY WEST HOMEOWNERS ASSOCIATION, INC.

Quarterly Board Meeting

Monday, January 4, 2021, at 6:00pm

Attendees

Board of Directors: Sam Atkins, Matt Foster, Ken Kreie, Mike Redeker

Monument Management: Carrie Grubbs

Call to Order

The meeting was called to order at 6:03pm.

Announcement of Quorum

Quorum was achieved with four directors in attendance.

Approval of the Previous Meeting Minutes – November 23, 2020

The previous meeting minutes were reviewed. Ken motioned to approve the minutes. Mike seconded and the motion carried unanimously.

Financials Report

The December financial reports and delinquent accounts were reviewed. As of 12/31/20, the operating account balance is \$3,924.29. The reserve account balance is \$38,700.61. The 2020 reserve contribution of \$2,427, as planned per the 2020 budget, was transferred from the operating to reserve account on 12/30/20.

Four owners remain delinquent. Carrie mailed a second 30-day collection notice, which outlined the summary of potential legal fees should the account not be paid. As of the date of the meeting, the past-due owners have not responded to the letter. The board agreed to reach out again to the homeowners to see if there is something the HOA can do to help resolve the outstanding debt.

2021 Budget

The Board held discussion regarding the 2021 draft budget.

The board agreed to move forward with a seasonal irrigation contract with Scott's Pump Repair. Mike motioned to approve the 2021 contract for \$1,400. Ken seconded the motion and it carried unanimously.

As there were no recommended changes, Mike motioned to approve the 2021 budget and assessment of \$175. Sam seconded the motion and it carried unanimously.

The Board approved renewing D&R Turf for 2021 at the November board meeting. D&R Turf can add general liability insurance for an additional \$300 per year, raising the monthly installment payment from \$375 to \$400. The board requested a review of the insurance details, confirming approval of increase once they have assessed the coverage. The increase has been included in the budget.

Quorum Requirement

As the CC&Rs are not quite clear, Carrie asked the board for guidance on quorum requirements for member meetings. The board will review the governing documents.

2021 Annual Meeting

Due to a scheduling conflict, Ken suggested a different date for the annual meeting, previously set for February 9th. The board agreed to a revised date of Monday, February 15, 2021, at 6:00pm. Carrie will prepare the meeting notice, sending to the board for approval prior to mailing to homeowners.

Bylaws Amendment

The Bylaws section regarding number of directors was amended at the 2020 annual meeting. The minutes reflect the amendment changing the number of directors from five to nine to three to five. Discussion with previous board member reported the amended number was three to seven instead of three to five. Due to the discrepancy, the board will present a proposed bylaws amendment regarding number of directors to the members again at the 2021 meeting.

Drainage Issue

The Applewood drainage issue will be further discussed via email.

Policies & Procedures

The Board reviewed the draft new policies. The nine draft policies required by CCIOA will be presented to the members with the annual meeting mailout packet and included as an agenda item for member discussion. The board will review member input following the February members' meeting, with scheduled adoption of the policies at the 3rd quarter board meeting in April. Additional policies will be reviewed upon survey of the membership, to be solicited in the weeks following the February meeting.

Playground Improvements

Carrie reviewed quotes for mulch for the playground area. She is still awaiting another vendor quote and will follow up with the board via email once the information has been received. Concrete for a foundation under the shed is being priced at \$1,600-\$2,000. Ken and Sam will review other options such as a gravel or other less costly material.

Next Board Meeting

Board meetings are scheduled for the first Monday of each quarter, at 6:00pm. Should a meeting need to be rescheduled, the revised meeting date will be posted on the community webpage at www.monumenthoa.com.

The second quarter board meeting will be held on Monday, April 5, 2021, at 6:00pm.

Adjournment

With no further business to discuss, the meeting was adjourned at 7:41pm.

Board Member Signature

Date