

Reynolds Farm Condominium Association
Minutes recorded for the Monthly Board of Directors Meeting,
March 12, 2018 at 952 Reynolds Farm Lane

In attendance: Al Orendorff with Trio Property Management, Rick Marsh-President, Bonnie Prushnok-Vice President, Jeff Schwander-Secretary, Sue Wintersteen-Treasurer, Lynn McClain – Director

- 1) **Call to Order:** The meeting was called to order by Rick Marsh at 6:40 PM.
- 2) **Approval of Minutes:** Minutes for the January '18, board meeting were reviewed by all board members. Sue made a motion to approve the minutes. Lynn seconded the motion, and the board unanimously approved the motion.
- 3) **Manager's Report:** Al Orendorff with Trio Property Management submitted the report-
 - a) **Receivables**. No updates provided.
 - b) **Delinquent Accounts**: Unit 917 has paid in full and has a zero balance. Unit 942 paid \$1,000 and has paid monthly dues since then, however, there is still an outstanding balance of \$2,153.24. A notice was sent requesting payment of the balance along with the option of a 6-month payment plan. Unit 946 has a balance of \$1,210. Al will send a letter to the resident and copy the homeowner requesting full payment of the balance due.
 - c) **Financials**: Total expenses are running at 133% with 4 months left in the year. Overages are mostly due to building maintenance, rebuilding decks/fences, and irrigation modifications.
 - d) **NGLA Grant**: We have received \$6,000 for the 2017 NGLA grant.
 - e) **Building 12 musty smell**: The crawl space was inspected by a few different companies. We received three bids to place a vapor barrier in the crawl space. The board voted to accept the bid from Thermal Craft at \$4,055.92. They will place 10ml plastic in the crawl space and wrap it approximately 10-12 inches up the sides of the foundation.
 - f) **Fences**: There is a section of the fence on the east side behind unit 955 that needs to be repaired. Blake to be contacted to repair the fence.
 - g) **Landscape Contract**: Al has requested a bid from Turf Paradise. Bonnie provided contact information for Al to get a second bid.
 - h) **Gutter Repair 935-937**: Longmont Seamless Gutters is out of town on family emergency. Will complete work once they return.

Old Business:

- a) **959 Crawl Space**: Thermal Craft bid accepted for \$4055.92.
- b) **Bylaws Revision**: Board members provided input for revision of Bylaws and Rick forwarded the last copy to Al to send to our attorney Molly. Molly will complete the Bylaws, with updates, and send to us for approval.

- c) **On-going Property Repairs:** Unit 915 had a fire that burned the side of the garage inside the deck area. The cause of the fire was undetermined per the fire department. The HOA will pay for the repair but the homeowner will need to remove the decking and planter before this can be done. The fencing on the west side of Unit 915 deck area has been damaged by several volunteer trees that were allowed to grow by the current and previous homeowners.
- d) **Security Camera Resolution:** Jeff and Sue tried to correct the poor resolution using the documentation provided with the cameras with no success. They will try to contact the company that sold us the cameras.
- e) **Chimney Inspections:** Gina Underwood surveyed the neighborhood and gave the board a list of units that have wood burning fireplaces. AI to contact wood burning fireplace homeowners with the requirement to provide proof of a chimney inspection.
- f) **2018 NGLA Grant:** Per Bonnie, the 2018 NGLA grant was approved by the City of Longmont. Bonnie will need to get bids for the proposed work. Congratulations to Rita Gee. She was honored with an award of exceptional leadership from the City of Longmont NGLA.
- g) **Update on website:** Lynn volunteered to provide updates for the website. Lynn will coordinate this with AI.

New Business:

- a) **Reserve Account Interest Rate:** Board members to look for better interest rates at their respective credit unions and banks.
 - b) **Deck Staining Reminder:** AI to include a reminder to homeowners in the April statement that decks must be stained by July 31st or will be stained by the HOA and billed to the homeowner.
 - c) **New Online Accounting System:** AI provided an overview of the new accounting system that he is moving to.
 - d) **General Maintenance and Upkeep:** See Managers Report above (Sect. 3.e.f.h)
 - e) **Landscaping:** See Managers Report above (Sect. 3.g)
 - f) **Power requirements for sprinkler clocks:** Bonnie to contact GTL for power requirements. Board also looking into other options.
 - g) **Tree Planting planning:** Per Bonnie someone is going to pay for a tree west of 903. The board agreed to purchase 2 more trees from the City's Arbor day tree sale.
 - h) **ACC requests:** None.
 - i) **Barn Report:** 963, 907, 939 are on the waiting list for a floor space.
- 4) **Community input:** None
- 5) **Adjournment:** The meeting was adjourned at 8:21 PM. The next meeting will on Monday, the 9th of April at 6:30 PM, at Rick Marsh's Unit 952.