

Minutes

Board of Directors Meeting

Town and Country Village

January 16, 2025

Location: 11479 S. Pine Drive, Parker CO 80134
Conference Room

I. Call to order by Vice-President Susan Caudill, 6:05p

Attending: President: Patricia Ross - Absent
Vice President: Susan Caudill - Present
Treasurer: Lowell Willock - Present
Secretary: Ty Pippin - Present
Member at Large: Fred McCarthy - Present
Community Manager: Laura Williams - Present

Homeowners Attending:

- In Person: Stacey and Travis from CPA firm
- By Video: Carol Blevins, Virginia Smerlinski, Micheal Meads, Rhonda Smith, Karl Sorton, Bob ?, Zach Ellis Lisa Monette, Joe ?, Bill ?

II. Question and answer session with Stacey and Travis from CPA/Bookkeepers firm Garrett and Associates.

- a. Opinion of EUnify – Still to be assessed as they integrate further.
- b. QuickBooks is online and should be up and running, there is a new version for payroll.
- c. Old checking account, and money being paid out for it \$427.64 last month. But payroll is driven by that. Should be closed as soon as payroll is pulled. Possibly as soon as Monday.
- d. Sale of property and ACH draws from the seller to the HOA.

III. Election of Officers of the Board for 2025:

- a. President: Patricia Ross - nominated by Susan seconded by Lowell approved
- b. Vice-Pres: Susan Caudill nominated by Fred seconded by Lowell approved
- c. Secretary: Ty Pippin nom Fred and seconded by Lowell approved
- d. Treasurer: Lowell Willock nominated by Fred seconded by Susan approved
- e. Member at Large: Fred McCarthy approved by acclamation

IV. Approval of minutes:

Motion to approve the minutes from the December 12, 2024 meeting was made by Fred and Seconded by Susan minutes approved.

V. Financial Report:

- a. Balance of checking reported as: \$621,155.27
- b. 501 Account reported as: \$9,866.16
- c. Insurance account reported as: \$130,831.87
- d. LPL reported as: \$825,126.44
- e. Old Checking reported as: \$35.00
- f. Discussion on invoicing and payment of Alpine account.
 - i. One more Painting repair invoice for the siding that needed to be repaired.

VI. Homeowner Communication:

- a. Zach Ellis question about a window approval. It was replaced in a transition of ownership. An application for a building permit was issued in July 25, 2023 and Zach took ownership in October of 2023. There was no ARC approval for the window. It was a transition between owners issue.
- b. Fire hazard concerns with the property on the north side of our property.

VII. Committee Reports:

- A. Finance: Meeting with LPL soon and will discuss with her Susan made a motion to limit non-emergency projects to \$500, Motion: **“No non-emergency maintenance project will be started or continued within the HOA where the estimated cost (labor and materials) is anticipated to exceed \$750 total for the year without Board approval. Furthermore, no project shall be split between two (2) calendar years to avoid this requirement.”** Fred seconded Discussion followed. Original \$500 limit was discussed. Motion was amended to \$750. Will possibly amend again if the number is too low upon review. The amended \$750 amount was accepted and the vote passed the motion.
- B. **Paint:** Was covered in financial discussion.
- C. **Water:** Attorney conversation, questions were sent out to us, but no board response.
 - a. Doug suggested a representative of the HOA members to help with the passing of this issue. “Building Captains”
 - b. Ron Weavers discussed with Fred on the company.
 - i. Questions on the fact that the Meter company is a newer company
 - ii. Facebook group to help get the word out.
 - iii. Getting agreements with SimpleSub in writing

VIII. Manager’s Report:

- A. **Paint:** Finalized and done. Punch list is even done. Carpentry done also.
- B. **Water Use:** Hi water use still being chased. A broken hose to a washing machine caused a high-water use trigger.
- C. Training with Garrett continues

- D. Office Phone is now up and running. It is a cell phone and cheap line on the internet at the pool. We are on one number \$129 a month for internet and phone. HOA members can now text Laura.
- E. Still moving in to the office.
- F. Working with Joe to learn Violations system.
- G. Completing audit of Alpine account
- H. **Dog waste and bags for this purpose.**

IX. Old Business:

- A. **Paint: Discussed earlier in committee.**
- B. **Water Use:** discussed earlier in committee reports
- C. **Roof Inspection: no discussion**
- D. **Curbs-** Choose a company and are now waiting for Spring. There should be a map with fire department that has fire curb placement
- E. **Late fee collection:** Lowell, made a motion to change the date of our collection policy. **“Effective March 1, 2025 late fees shall be added to all Homeowner accounts, where a balance due was posted on the first day of the month and said balance has not been completed paid by having funds deposited in the Town and Country bank account by the end of business on the 11th day of the same month.”** Seconded by Susan and passed after discussion.
- F. **Moller and Associates:** Motion to have them review our collections policy. Seconded by Fred and passed.
- G. **Confluence Builders: moved to executive session**

X. New Business:

- A. Roll Off dumpster: Need to review this issue and see what we can do moving forward. What is grounds maintenance as opposed to trash pick-up.
- B. Laura’s Contract moved to executive session.
- C. BAM Broadband has been trying to get moved in to the community. Discussion followed.

XI. Miscellaneous None

XII. Executive Session:

- a. Lowell moved the Board go into executive session; Fred seconded. The board moved to executive session at 8:09
- b. Fred moved the Board leave executive session, Susan seconded, and regular session was resumed at 9:02
- c. Fred moved the meeting should be adjourned, Susan seconded and the meeting was closed at 9:05.

Respectfully recorded and submitted by Ty Pippin – Board Secretary