

PRELIMINARY MINUTES

SUBJECT TO NEXT BOARD MEETING APPROVAL

BOARD OF DIRECTORS MEETING

Thursday, June 20, 2024

Location: 3rd Floor Conference Room of Parker Station

Attendees: President – Ty Pippin -- Present

Vice President – Patricia Ross -- Present

Treasurer – Lowell Willock -- Present

Secretary – Susan Caudill -- Present

Member at Large – Fred McCarthy -- Present

Community Manager – Laura Williams – Present

I. CALL TO ORDER

6:08 pm

II. GENERAL SESSION (BOARD Q & A)

III. APPROVAL OF MINUTES

A motion was made by Fred to accept the minutes as presented from the May 16, 2024 meeting. Susan seconded and the motion was approved by Ty, Fred, Lowell and Susan; with Patricia abstaining as she was not present at the May 16 meeting.

IV. FINANCIAL REPORT given by Lowell Willock

- Balance Sheet
- Profit & Loss Budget vs. Actual
- Income/Expense Summary (as of April 2024)

V. HOMEOWNER COMMUNICATION

VI. COMMITTEE REPORTS

- a. Paint Committee** – Fred advised that he did a walk around with Arick. Four buildings were inspected and there will be a few touch ups needed. As of today, four more buildings have been completed.

VII. MANAGER’S REPORT was presented by Laura Williams

VIII. OLD BUSINESS

- a. **Paint Project** – Update given under Committee Reports.
- b. **Confluence Builders** – Laura reported that to date, nothing has been staked off. Lowell requested that a letter be sent to the Town of Parker, advising them of Confluence Builders' lack of response to Town & Country. Lowell also advised Laura that the HOA must notify homeowners of all proposals to build that the HOA receives from the Town of Parker. The notification can be done via email.

IX. NEW BUSINESS

- a. **USI Insurance Presentation** – Sabastian Champlin presented a synopsis of our new insurance coverage, which should be finalized in the next couple of business days. The insurable value of Town & Country Village is now at \$102,393,900, which is \$150 per square foot. The premium in the packet Sabastian handed out, should go down slightly. The effective date of coverage is June 28 and payment needs to be made by July 28.
- b. **SimpleSub Meter Presentation** – A presentation was given by company representatives Rick and Brad. Outlined was the process of meter installation, how the meter measures usage and billing. Also discussed was the current test building that is being monitored. The test has uncovered many leaks within the units being tested, as well as leaks outside of the units. The leaks outside of the units will need to be investigated.
- c. **Payment Application** - Laura advised that dues payments made while she was on vacation were delayed being input into eUnify.
- d. **New Dues** – Lowell made a motion that in the event of any short pay of the new dues by homeowners starting in July, be sent a letter advising them of the short pay and that if the remainder of the dues are paid by July 31, 2024, the late fee will be waived. The waiver of the late fee is for July 2024 dues only. Any short pay thereafter will incur a late fee.
- e. **Longs Way Past Due Issue** – More information is needed. The Board will decide if the \$150 late fees should be waived at the July meeting. Ty requested that the 65 cents finance charge be waived.
- f. **Meeting Format** –Susan previously emailed a proposal to all Board members and Laura to simplify our meetings. Ty requested that everyone respond via email with their thoughts and ideas regarding the proposal.
- g. **Executive Board Meeting** – It was requested that the Board schedule a meeting to discuss personnel. It was decided that the Board will meet Tuesday, June 25 at 11 am in the HOA office.
- h. **Roof Inspection** – Lowell requested that a roof inspection be scheduled to check for any hail damage. Both Lowell and Patricia have roofers that can do the inspection.
- i. **Curb Painting** – A proposal for curb painting was handed out for the Board members to consider. There was no discussion due to time limitations.

- j. **Towing Information** – Laura handed out towing information for the Board members to consider. There was no discussion due to time limitations.
- k. **ARC** – Lowell advised that only complete applications be entered into eUnify. If an application is incomplete, then it must not be entered into our system. We have 45 days to respond to applicants; if incomplete applications are entered into the system, the 45 days start regardless of missing/incorrect information.

X. SUGGESTIONS FOR FUTURE BUSINESS

XI. SET NEXT MEETING DATE, TIME, PLACE

The next Board meeting will be held on Thursday, July 18, 2024 at 6 pm and will be held at Parker Station and on Zoom.

XII. ADJOURNMENT

9:04 pm

Fred motioned to adjourn the meeting, Patricia seconded, and the vote was unanimously approved.