

# Grandview Villas

## HOA Board Meeting Agenda

### April 13, 2014

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**In Person: Diane's unit 203-#302**

**Teleconference Details:**

**Dial-in Number: 1 (267) 507-0400**

**The Participant Access Code is: 156-4126**

**Call to order 10:00 am**

#### **Attendees:**

Board Members: Ken Martinez, Tom Bruton, Diane Harris, Bill Klopfenstein, Valerie Busch

Non-Board Attendees: Joey Busch, Jan Bruton, Cynthia Martinez

Absent: Denise Lohness

#### **Previous Board Meeting (Diane)**

- Minutes were approved via email and posted to website prior to the meeting.

#### **Opening Comments (Ken)**

#### **Finance (Ken)**

- Reserves analysis status. This analysis will take additional time to complete.
- Currently we have ~60K in reserves. We would like to have at least 120k in reserves for all the expected repairs and maintenance.
- We need to determine what should be in reserves and what should be considered a standard operating expense. Also what is the expected life of each expense, and future monetary costs?
- Actions (Ken): firm up the document framework, focus on major expenses (not fine detail), review draft at next meetings and target completion for July meeting.

#### **General Updates (Ken)**

#### **Current & Pending Sales, Foreclosures, etc.**

- Global Assets Recovery: We have not agreed to release the liens on the units. Waiting to hear about foreclosure status. Expected date was April 11<sup>th</sup>. We will turn off utilities starting in May and GAR will have to take responsibility going forward.

- Pending Sales: Unit 3-106 will not be going through as a short sale and will continue through the foreclosure process with GAR. Unit 2-313# is currently being re-financed. There are 3 or 4 others that are up for sale. Unit #212 is in the process of being sold.
- Action: Unit #1-110 has been sold and need to get new owner contact info. Tom will stop over today to see if they're around.

## Property Maintenance

- Security Lights Update: They are brighter and cleaner looking. Had to replace a breaker on Bldg 1. We need to get a total count of fixtures that still need to be replaced on garages (Joey & Val). Cost is \$28 per unit at Home Depot/Amazon. The new fixtures use a lot less energy. Tom will take some photos to send to the board.
- Signage update: Much discussion about whether or not we need signage. Tom will discuss with town manager to make sure we comply with any permitting requirements. Bill is opposed to any expenditure at this time. Diane moved to have committee members go forward with obtaining preliminary quotes and use this information in our reserves analysis. We would not make any commitments until we have a complete understanding of our expenses going forward. Valerie seconded the motion. Motion carries.
- Some garages are flooded and will need water mitigation.

## Board Membership Discussion

- Kevin Muegge resignation from the board. Ken has asked him to reconsider his participation. Kevin has made the commitment to Valerie to support her in her new position regardless of his position on the board.
- Vote in new Treasurer: Ken has formally nominated Valerie, Tom seconded. Motion carries unanimously.
- Discuss Board vs. Committee members needed: Board rules require five members, we currently have six. Do we want to reduce to five or drive to seven to maintain an odd number to avoid possible stalemate? Do we want to allow a majority of members from a single building? Bill feels that we could be more effective by having more committee involvement and not necessarily more board members. Diane proposed that we will not drive to major change of board structure, and maintain status quo until the July annual meeting when open nominations will be held and we will drive to our required five members at that point. Valerie seconded the motion and motion carries unanimously.

## Homeowner Communication / Events

- Postcard draft review and final approval. Bill reviewed the purpose of the postcard mailing. Mainly being communication about the website and where to get information.
- Need to send out a specific mailing in May/June about the Annual board meeting.
- Spring Cleanup Day, May 24<sup>th</sup>: All participants will need to sign a waiver. We'd like to make it a fun event. Cynthia Martinez will be the chair of the event.

## Board Meeting Schedule

- Discuss frequency of future meetings: Do we need to continue to have monthly meetings or can we go to a quarterly meeting?
- Diane proposed, we continue to have monthly meetings through July with our next meeting face to face on Sunday the 25<sup>th</sup> at 10 am, and June meeting via teleconference. Agenda for May is to review draft of reserves analysis recap spring cleanup day and plan for annual meeting. Ken seconded and motion carries unanimously.

## **New Business**

Bill asked about status of staining on bldg. 3. Ken will confirm dates and will communicate to whole membership regarding moving cars, BBQs, etc.

## **Next Meeting**

Sunday May 25<sup>th</sup> 10 am. Face to Face.

**Adjourn 11:30 am**