

## **Eagles Landing Condominium Association**

### **Board Meeting on January 31, 2023**

A Board Meeting was held on January 31, 2023 via teleconference. Doug Werner, President called the meeting to order at 6:01 p.m. A quorum was established as 5 members were present.

- President: Doug Werner, G3
- Vice President: Erika Goetz, B2
- Secretary: Jim Buck, B6
- Treasurer: Dianne Pliska, C6
- Member at Large: Shannon Murphy, A2
- Bookkeeper: Maria Karr, F2
- Owner: Dan Werner, G3

#### **Secretary's Report – Jim Buck**

The December 29, 2022 minutes have been posted on the website.

The New Business, item 13, should state ELCA will be responsible for \$30,614 of the 2023 Special Assessment. Jim Buck made the motion; seconded by Erika Goetz to amend the December Minutes to reflect the corrected ELCA payment amount for the 2023 Special Assessment. Doug will prepare the updated document for posting on the website and distribution to the owner group. This was unanimously approved.

The New Business, item 13, in the section regarding owner payment schedule reflects a motion and a second to approve the schedule, but the documentation of vote to approve was not reflected in the minutes. There was a unanimous vote to approve the schedule. Motion to amend the minutes showing voter approval for this item was made by Dianne Pliska and seconded by Jim Buck. The motion was unanimously approved.

#### **Financial Report – Maria Karr**

1. ELCA was refunded the permit fee from the Town that was not needed for the sign replacement.
2. 1099's and 1096 have been mailed.
3. H&R Block who does ELCA's taxes will be contacted.
4. HOA payments on-line are possible in the near-future.
5. Maria will be out of town for a month in March.
6. The Profit and Loss Budget vs. Actual Statement for 2022 is now accurate.
7. Some owners prepay dues for several months. Some of these funds are being transferred to the Reserve Account to be held for use later in the year.
8. Reconciliation Summary ending December 30, 2022: the December statement for the Operating account is accurate

9. Balance Sheet: As of December 31, 2022, the Construction account has a balance of \$15,612.00; the Operating account has a balance of \$29,058.57 and the Reserve account has a balance of \$79,112.90. Net Income for the year is \$32,522.27
10. Profit and Loss statement for 2022 is self-explanatory and has been determined accurate.
11. Check Detail is self-explanatory
12. The automatic quarterly withdrawal for Upper Thompson Sanitation occurred in January. The payment was for \$8996.25
13. Four owners have not paid the HOA payment for January, 2023. Maria has contacted them

Shannon Murphy made the motion; seconded by Dianne Pliska to approve the Financial Report. This was unanimously approved.

### **Old Business – Doug Werner**

1. Declaration Conflict (Article X-B1) remains tabled
2. Maintenance Spreadsheet – in process
3. Email/Website reconstruction – remains tabled
4. Common shared e-files for maintenance and other documents – remains tabled
5. Fence damage across from Building C – this fence is not on ELCA property. Neighboring property will repair
6. Insurance review – Doug would like to have Jim Buck head a committee to obtain insurance quotes for ELCA. Dianne Pliska made the motion; seconded by Shannon Murphy to have Jim Buck head this project. This was unanimously approved. Jim will be contacting Hugh Vallely in C1 as he has an insurance broker
7. QuickBooks online – Maria is working on this project
8. Permit reimbursement from Town – resolved
9. Night Lighting update – Shannon and Doug: a contractor is coming to change out the remaining lights next Thursday, February 09. Affected owners will be notified
10. Trash/dumpster update: the second dumpster is helping overall and no trash has been found on the ground. Both dumpsters are full for the three pick-ups per week
11. Security cameras – Donna Elston has been monitoring them. Shannon Murphy will talk to her son to have him possibly monitor them in the future
12. Property evaluation and repair study update – Shannon Murphy. Dan Casey from ProSource has not yet responded to Shannon's request. Doug will contact Dan
13. Pet/Trash evaluation – schedule of fines. Further discussion is required. Larimer County does not allow for the accumulation of pet waste

### **New Business**

1. Work schedule for 2023 Special Assessment:
  - ProSource is ready to start as early as February. Assessment funds will likely not be available until July after we start receiving inbound payments from owners.
  - ProSource would like a 25% materials deposit (\$26,643.50) for the summer work. After Board discussion, Erika Goetz made the motion; seconded by Dianne Pliska to pay the materials deposit from the Reserve Account. This was unanimously approved. Additionally, Jim Buck made the motion; seconded by Dianne Pliska to have ProSource

begin the work weather permitting, and to have ProSource paid from the Reserve account with inbound Special Assessment funds from owners being deposited back into the Reserve account so replace "borrowed" Construction Account funding. The motion was unanimously approved.

2. Web Hosting: Five individuals have had difficulty in getting the ELCA website to refresh. Hopefully, this is a temporary issue as our webmaster (Erika) has not had a problem with the website when posting updated information
3. Brandon's Painting: they are scheduled to paint G and H buildings the first or second week in June for a reconfirmed cost of \$25,500. Maria will evaluate our finances to support this
4. Special Assessment 2022 work: Unit E6 upper deck was not completed last year and needs to be scheduled for 2023. This will be discussed further and voted on at the February board meeting.

### **Next Meeting**

The next meeting is scheduled for February 23, 2023 at 6:00 p.m. via teleconference.

### **Meeting Adjournment**

Shannon Murphy made the motion; seconded by Dianne Pliska to adjourn the meeting. This was unanimously approved. The meeting was adjourned at 7:33 p.m.

Jim Buck, Secretary