

Eagles Landing Condominium Association

Board Meeting on June 10, 2023

A Board Meeting was held on June 10, 2023, at the Silver Saddle Inn (Best Western) in Estes Park, CO. Doug Werner, President called the meeting to order at 10:13am. A quorum was established with 5 board members present.

- President: Doug Werner, G3
- Vice President: Erika Goetz, B2
- Secretary: Jim Buck, B6
- Member at Large: Shannon Murphy, A2
- Member at Large: Zora Thoms, B4
- Bookkeeper: Maria Karr, F2

Secretary's Report – Jim Buck

The
April 08, 2023, meeting minutes were approved via email and posted on the website.

Financial Report – Maria Karr

1. Reconciliation Summary as of May 31, 2023
 - a. Beginning Balance was \$45,175.87
 - b. Ending Balance was \$39,378.58
2. Balance Sheets ending as of May 31, 2023
 - a. Construction Account was \$16,105.53
 - b. Operating Account was \$43,681.46
 - c. Reserve Account was \$35,556.05
3. Balance Sheet ending June 07, 2023
 - a. Construction Account was \$16,105.53
 - b. Operating Account was \$38,758.58
 - c. Reserve Account was \$35,556.05
4. Accounts Receivable
 - a. We have 1 owner who is 3 months behind on dues. Doug and Maria will discuss and determine resolution course of action options to bring to the board. Future follow up on this item to be addressed by Executive Board meeting(s).
5. Bills Paid
 - a. L&B Services
6. The Links will be billed for snow plowing
7. Profit and Loss January 01, 2023 through June 07, 2023
 - a. Total Income for the date range is \$110,935.75
 - b. Total expenses for the date range are \$136,451.34

- c. Loss indicated is a result of Special Assessment work being performed and paid for as we await owners to pay Special Assessment fees (which are due in total by December 31, 2023)
8. DORA has been paid for the year (\$30.00).
9. Check Detail is self-explanatory with one item of note:
 - a. Check# 3480 was issued to Maria Karr for salary and reimbursement for payment made to the tax preparer.

A Motion to accept the financial report was made by Erika, with a second from Shannon. The motion was carried with unanimous approval.

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. Service Animal policy development remains tabled with legal input required. This item will be addressed at an appropriate time.
6. Insurance review – Jim
 - a. Summary from Dean Giem Insurance – a broker recommended by a current owner.
 - i. Insurance rates nationwide are increasing very rapidly due to age of properties, fire history, wind patterns, brush density, and inflation.
 - ii. Dean has a client in Park City, UT whose rate increased by ten.
 - iii. Dean contacted Nationwide, Hartford, and Liberty Mutual and none of these entities would even write a policy for Eagles Landing.
 - iv. Travelers was also contacted by Dean, and they would write a policy for for \$68,000 per year.
 - v. ELCA is current paying \$17,000 per year with our current provider – American Family.
 - vi. Dean’s suggestion is to continue with American Family if they will renew the policy, and that we should start pushing for renewal details starting in October.
 - vii. Jim will continue leading the charge on this issue, and we will await further details in the fall of 2023 as new information is made available.
7. QuickBooks online – Maria
 - a. The current Quick Books desktop version is working but has not been updated in few years due to cost.
 - b. Online version has multiple benefits depending on which level of subscription is used – such as option for owners to pay dues on line, as well as multiple user interfaces allowing administrator to be able to allow “view only” access to users authorized by the board.
 - c. Maria will obtain the cost structure for the various levels of use and report to the board.
 - d. Maria has concerns about a full user interface with Quick Books as there is some flexibility with data entry if done manually. Maria suggests that we allow owners to pay

with ACH directly to the bank rather than through Quick Books which would allow that entry flexibility.

- e. After some discussion it was agreed that we start with payment allowance through ACH directly through the bank while we come to some agreement on the potential full change to Quick Books online.
 - f. A motion to allow ACH through the bank (for now), and for Maria to set up and communicate procedures, was made by Shannon with a second by Zora. The motion was carried with unanimous approval.
8. Night Lighting update – Doug
- a. With much thanks to Shannon for using her recommended electrician, there are only 4 units left that were not accessible on the date of installation this month. Those 4 units will be rescheduled with the same electrician. Shannon will coordinate and communicate schedule with Doug so that proper owner permissions are obtained to access units to complete the installation.
9. Security cameras – Shannon has reconfirmed, and the board has previously approved, that her son Tommy will take over camera monitoring. Doug will coordinate with Donna to transfer software and access the cameras.
10. Property evaluation and repair study update – Shannon
- a. Shannon has one contractor that has provided a bid. She will forward numbers to Doug.
 - b. ProSource seems uninterested in the project as Doug and Shannon have both requested a bid for at least 1 building, and Dan Casey has not responded after numerous inquiries.
 - c. The overall goal with Shannon’s idea is to update one building at a time. Top to bottom.
 - d. Costs for “one building at a time” will be discussed by the board with options of distributing the costs over the entire owner group, or potentially distributing the costs over the owners of the building being repaired.
 - e. Significant discussion is still needed on this issue – we remain in the information gathering stage at this point.
11. Pet and Trash policy updates – Jim/Dianne
- a. Trash/Dumpster policy violations
 - i. Any violation will be charged a \$50.00 fee, or the amount charged by the trash service provider – whichever amount is higher.
 - ii. Owners are responsible for their renters.
 - b. Pets
 - i. 1st violation will result in a written warning to the owner.
 - ii. 2nd violation will result in a \$25.00 fine.
 - iii. 3rd and all subsequent violations will result in a \$50 fine.
 - iv. Doug will research the suggested structure to ensure it complies with Colorado State mandates.
 - v. Future discussion to finalize the policy and make changes to the HOA Rules document will be addressed led once all the above bullets are approved.
12. 2023 Special Assessment work update – Doug
- a. There were 11 projects scheduled for 2023 – including 1 project from 2022 that was carried over and was previously paid for.
 - b. Thus far, 6 of the 11 projects are complete.

- c. Contractor is waiting on supplies from his vendors before scheduling completion of the remaining 5 projects.
 - d. Contractor anticipates all work to be complete by the end of July 2023.
 - e. E6 Upper deck was originally scheduled for 2022 assessment work, but due to certain issues, the work was not done. As previously approved by the board, the plan was to complete the work in 2023, but one of the 2023 projects would have to be removed in order to add the E6 job and remain within budget. Unfortunately, the evaluation of which job to remove was not able to be established in time as the contractor already has materials ordered for the previously approved jobs. This job will have to be moved to the 2024 list, funds will have to be re-allocated from other unused categories, or the Association will have to evaluate using reserve funds should it be decided to move forward with the work in 2023.
 - f. More to follow
13. Painting – Doug
- a. Painting of Building G, and Building H are still scheduled for this summer.
 - b. Due to the wet spring weather, the painter is obviously running behind. The original schedule was first or 2nd week of June, but now looking like about a 2 or 3 week delay.
 - c. The contractor will advise when scheduled so that we can execute financial transactions and owner notifications.
14. A4 tree planting plans have been put on hold by the owner. Owner will re-evaluate for 2024 and re-contact the board if/when necessary. This item is considered closed.
15. Dog Poop issue – A building – currently this issue is resolved.

New Business

1. A6 owner requested a copy of our insurance policy for a loan application. Owner was redirected to our current insurance provider to work through the process. This is just a documentation item, and no further action or updates are required.
2. Website issues continue.
 - a. Erika and Doug are discussing the options for changing web content provider from WordPress to another vendor - suggestions are Wix, Streamline, and Ally.
 - b. More research will be done to include obtaining cost analysis.
 - c. Continued discussion at next meeting or via email.
3. 2023 Annual Meeting has been set for September 23, 2023. Venue to be determined as soon as possible.
4. Request from Doug to be re-imbursed for meeting venue fees for 2023 and beyond.
5. A motion was made to approve the requested re-imbusement request. The motion was made by Erika and seconded by Shannon. The motion carried by unanimous approval.
6. Contractor requirements for future contracts – Dianne
 - a. Dianne was not in attendance. The item has been tabled until such time as Dianne is in attendance and able to bring the item up for discussion.
7. Speed Limit Sign
 - a. The signpost was obviously struck by a vehicle at some point, and the sign dislodged from the post.

- b. Doug will handle having this post issue fixed and the sign re-installed.
- 8. Sidewalks between B & C buildings – Jim
 - a. Sidewalks are crumbling and are in need of attention.
 - b. Board consensus is to replace the current paver material with concrete.
 - c. Doug will get bids.
- 9. Mouse Traps – Jim
 - a. From previous years, there are black mouse trap boxes around all buildings. They have not been serviced in several years.
 - b. There doesn't seem to be significant mouse problems on the property, so we need to decide what to do with the traps.
 - c. Enviro Pest, according to Maria, was the organization last in charge of the traps.
 - d. The board agrees that if we own the traps, we don't just want to dispose of them as we could potentially need them later.
 - e. Doug will contact the previous vendor to see what it would cost to empty and clean the traps in order to prepare them for storage.
- 10. Split Rail Fence repair – H building – Jim
 - a. Has been broken for years and needs repaired.
 - b. Only the 4 horizontal cross members need to be replaced. Posts are solid and stable.
 - c. Doug will get quote to replace.
- 11. Railroad tie replacement / additions – Jim
 - a. Multiple areas around the grounds that need railroad ties either replaced or added.
 - b. Doug and Jim will do a walk around to identify the areas of concern.
 - c. Doug will obtain bids for replacement.

Next Meeting

The next meeting is scheduled for July 22nd at 10:00am at the Silver Saddle Inn (Best Western) in Estes Park.

Meeting Adjournment

Motion to adjourn the meeting was made at 11:42am by Shannon. The motion was seconded by Erika.

The motion was unanimously approved, and the meeting was adjourned.

Jim Buck

Secretary