

SCOA DIVISION 7 BOARD OF DIRECTOR'S MEETING

NOVEMBER 19, 2020

Present via Zoom: Nancy Baer, Sherry Barnhart, Dawn Kerns, Joel Ogden, Bren Owens

Called to order at 4:30 by President Kerns

October's meeting minutes approved by Board online.

Treasurer's Report: October Finances -

Current Operation bank balance as of 10/31/20 was \$48,213 and Savings account balance is \$11,877 giving us a total of \$60,090.

Fourth quarter dues payments are received.

- Accounts Receivable has a total of \$2,331 outstanding in the Fourth quarter representing 2 owners. I will follow up with them if we do not receive payments. Tile Roof Special Assessment Balance in Accounts Receivable is \$14,058. Total outstanding Accounts Receivable is \$16,389.
- 2019 Surplus Reserve Funds Transfers -

All transfers have all been made as of the end of October. Reserve Balances as of 10/31/20 are now:

- \$3,500 transfer to Road Reserve; Total Account Balance is now \$69,708
- \$4,800 transfer to Tile Roof Reserve; Total Account Balance is now \$69,161
- \$50,000 transfer to Composite Roof Reserve; Total Account Balance is now \$159,263
- \$10,000 transfer to Emerg Maint/Landscape; Total Account Balance is now \$28,236

Total Reserve is \$326,368

- Cash Flow -

Operation cash flow through the end of the year will be tight. We will have to be monitoring all expenditures and requests for service as they come in.

Landscape Report: Richard Streeter has resigned as Director in charge of Landscaping, effective immediately. He is much appreciated for all of his contributions to the Board and to the appearance of Hilltop Drive for the past years. Richard will be missed. Any one interested in this seat on the Board should get in touch with Bren Owens immediately. Dawn Kerns will be overseeing Landscaping until this position is filled.

Documents: Nancy brought up for review our Monetary Authority policy which was never appended to the Bylaws after being accepted in July 26, 2018. With some changes, it was moved by Nancy, seconded by Dawn and passed to be Article 18 of the Bylaws.

The Declaration or CC&Rs was reviewed for updating. Two changes in Article 8 and Article 11 that will be amended, by themselves or added to the proposed Ninth Amendment regarding number of units. Article 8 would delete the keeping of keys for every unit to permit entry if the owner is unavailable and damage to the unit is evident. Article 11 would change the designation of the board secretary as attorney in fact for home resales to the board treasurer, who have been actually doing this. The Declaration is our operating contract and needs to agree with current practice.

Consideration of Rules and Regulations updates was postponed to the January, 2021 board meeting.

Maintenance Report: Joel stated the repair of the 153 shed is finished except for painting and wiring. Joel and Dawn will complete that. Roof replacement on 121 and 108 will be delayed until 2021 due to lack of necessary building materials. The roofer has promised his 2020 bid will be good in 2021. There is no imminent damage expected from this postponement. It is too wet at present to change the drainage piping on north side homes to reduce soil saturation. This will be addressed in the spring.

Data and Records Committee: Robert Baer displayed one of the maintenance history files for each unit that Carol Stults has been organizing. This will be the paper copy of the same information Robert is entering online. The Dell laptop software for the Board will be renewed for another term and available for Board business. Work ongoing for 2018 work orders. One owner has volunteered to help.

Newsletter: Care is taken to not leave newsletters visible at empty units.

Emergency Preparedness: Joel encouraged being ready for disasters.

Nominating: Bren Owens is looking for owners willing to participate on the Board since two positions are currently not filled. Please contact her and maybe share in the good work of the Board.

Unfinished Business: The tree between 148 and 156 which was approved and scheduled to be removed by the Board as a damage potential was cancelled when Richard resigned but will be renewed with the tree contractor. Date of removal is unknown at this time.

Next Meeting: January 21, 2021. No December meeting or party.