

# March 2020 Board Meeting Minutes

Silver Oaks Phase II Homeowners Association

Board of Director's Meeting

Tuesday, March 17, 2020

Meeting Location: Silver Oaks Phase 2 Pool

## Board Members present:

President: Charles Charamut

Vice President: Eileen Kurtz

Treasurer: Mary Bergenstock

Secretary: Janet Troost

Board Member at Large: David Daniels

Board Member at Large: Kyle Colvard (ABSENT)

(BMAL) Pool Committee Chair: Cheri Dickson

(BMAL) Welcoming Committee Chair: OPEN

(BMAL) Architectural/Landscape Review: Bob McKenzie

Community Members present: Joe Santoro, Marty Rozens, Chris Alvarado, Amanda Alvarado, David Dickson, Kim Johnson, Vee Swain Zeigler

Meeting was called to order by President Chuck Charamut at 6:30 PM. There was a quorum of 7 Directors present.

Approval of minutes from 2/18/2020 – Motion to approve by Mary Bergenstock 2<sup>nd</sup> Eileen Kurtz with changes. Change to reflect motion and vote to appoint Janet Troost as Board Secretary at 2/18/2020 meeting. (Change made on 2/18/2020 minutes prior to publication).

## Treasurer Report – Motion to accept by 1<sup>st</sup> Eileen Kurtz and 2<sup>nd</sup> Chuck Charamut -

<u>Checking Account</u>	<u>Escrow Account</u>
Old Balance \$	Old Balance \$
New Balance \$ (as of 2/29/2020)	New Balance \$
Dues Received (past month) \$ ( __ dues paid)	

President Charamut reminded everyone that during the Covid 19 outbreak, we should all be looking out for one another in our community and should remain calm. He reported he has been in touch with Emergency Management and they have indicated the Police, Sheriff's department, and all emergency personnel are available if needed. He re minded us that Facebook is available for us to post anything we want to notify or warn neighbors about and if anyone needs help, to please reach out to us. The pool was discussed, and he indicated the Board of Health explained the pool should be okay for residents to use but we could exempt guests from using it. A note will be posted re: this as well as Chuck will post it to Facebook.

## Committee Reports

- Architectural Review Chair - Bob McKenzie – One homeowner requesting AR for shutters and painting a shed and another requesting AR for a roof.
- Pool Chair – Cheri Dickson
  1. Pool opening went well – The gate was repaired and is working properly.
  2. Passes are working out well with the multiple dates set - 67 passes have been distributed/5 or 6 for Ph1.
  3. Issues – none but there was a request from Phase 1 that if Phase 1 owners did not pay their HOA dues that we deny them pool passes. As per our by-laws, we cannot do that. They are entitled to obtain pool passes for a fee that is separate from their own HOA dues.
- Welcoming Chair - OPEN POSITION – We have 2 individuals interested in this position. Janet will reach out to them.
  1. Newsletters delivered with cc: of pool information and member update
  2. New residents report – we have 2 new or recently new residents we are aware of.
- There was discussion re: Chairpersons and voting rights. As per our By-Laws, Directors are elected by vote of a majority of homeowners present at an annual meeting. Vacancies are appointed by the current Board of Directors to fill the vacancy until the next annual election. Committee Chairpersons can also be Directors and be entitled to vote. We should have 9 Directors as per our By-Laws. Our 3 Committee Chairpersons (Welcoming, ARC, and Pool) as well as 2 Board Members-at-Large will be Directors and all have voting rights.

## Old Business

- Pool Parking lot barriers - TABLED
- Pool Parking lot repair (deferred from 1/21/2020 meeting) TABLED – we need to get quotes

- Legal review of pool rules/passes – Per Eileen this was done at a previous meeting
- Update re: Covenants, By-Laws, and Community Rules TABLED
- Report on back flow at pool – Marty Rozens purchased the backflow preventer and installed it. It is functional now.
- Sidewalk Repairs – Chuck and Mac to drive around and check sidewalks weekend of 3/21/2020 including a request by 3120 Saddlehorse. Mac indicated he called Howard Construction (previous supplier) re: concrete work but they never responded. Cheri has 2 names of concrete companies she will get to Mac. We will need to get estimates for concrete slab removal and repair for any sidewalks requiring repair. This is an HOA responsibility for cost.

#### **New Business**

- Maintenance Committee TABLED – Dave Daniels will be doing our Maintenance/Repairs and is included in the 2020 Budget at a set salary for labor only of \$100/monthly.
- Grievance Committee TABLED
- Request from homeowner to include self-addressed envelopes with HOA bill – It was determined that the accountant would charge too much to do this in addition to sending out the HOA dues billing and as only one person requested it, it isn't cost effective.
- Explanation of Escrow and Capital Improvement accounts and adopting them with the budget – Discussed and decided the Escrow needs to be separate from a Capital Improvement account.
- 2020 Budget approval – Discussion re: breakdown of electric bill and this was explained but the Treasurer will check into the “streetlight” part of the billing as we pay for those separately and it should include electricity from Chelco. Motion was made by Bob McKenzie to approve the budget with a 2<sup>nd</sup> by Eileen Kurtz. Motion was approved with one abstention.
- Annual Meeting date change - discussed but TABLED

**Next meeting** – Tuesday, April 21, 2020 @ 6:30 pm and the meeting will be held at TBD. Due to lockdowns, Crosspoint may not be available.

**Meeting was adjourned by motion from Janet Troost at 7:40 pm and 2<sup>nd</sup> by Eileen Kurtz.**