

**1201 Balsam Owners Association**  
Board of Directors Meeting  
Monday September 14, 2020

**MINUTES**

Board members present: Bill Goodrich, Matthew Kaliara and Max Hollingsworth. A quorum is present.

Helen Cartwright attended from Creekside Community Association Management.

The meeting was held over Zoom due to COVID-19 restrictions and was called to order at 6:04 pm.

Approval of Minutes:

Bill moved to approve the minutes of the June 1, 2020 meeting. Matthew seconded the motion, which passed unanimously.

Manager's Report:

All items on the manager report were addressed.

There are currently 10 rentals, 1 second home and 5 owner occupied units at 1201 Balsam.

Financial Statements:

At the end of August 2020 we have \$493.79 in checking and \$69,388.86 in savings. The checking balance is low because one owner is three months behind on paying their dues. Snow removal and grounds maintenance are over budget, but otherwise we are operating within the budget.

Bill moved to approve the August 2020 financial statements. Matthew seconded the motion, which passed unanimously.

Helen will send a record of the Xcel bills over the last 2 years so we can assess the impact of a Tesla being charged in one of the garages

Old Business:

*Concrete replacement:* FRAM are scheduled to replace the front & back concrete next week and the week after, one each week to allow 4-5 days to cure while still allowing access to the building. We will ask residents to move their bikes from the rack. Helen will tag the bikes so that we can identify any that are abandoned and remove them. We will need to check with the mail carrier about accessing the mailboxes.

*Unit 102 Floor:* The project to refinish the floor in unit 102 has been completed.

*Recheck radon levels:* Bill's home monitor showed acceptable radon levels. We will get the levels in unit 104 rechecked as well.

*Garage Trim:* Mark Flett sanded the bubbles and repainted the trim.

*Window Cleaning:* MG Property Services cleaned the windows and everything went well.

New Business:

*Snow removal 2020-21:* Bill moved to approve the snow removal contract with Trident. Max seconded the motion which passed unanimously. We will email residents and ask them to notify us promptly if there are any issues with the service, so they can be addressed right away.

Other Business:

Bill is getting his A/C repaired and noticed that the refrigerant line for the A/C unit for condo #302 appears to be disconnected. Some of the wiring to A/C units needs attention also.

Next Meeting Date:

Budget meeting - 6:00 pm on Monday November 16, 2020.  
Annual meeting – 6:00 pm on Monday December 14, 2020.  
Helen will send out the Zoom link.

The meeting was adjourned at 6:44 pm.