

**Shadow Creek Condo Association
Board of Directors Meeting
December 15, 2020**

MINUTES

Board Members Present: John Martin, Kathy Wegner, Greg Pavlich, Gary Waggoner, Sharon McClew and Joe Zamudio
Owners present: Bob Wegner, Hill Jason and Jane Westberg
Helen Cartwright represented Creekside Community Association Management.

The meeting was held over Zoom and was called to order at 2:05 pm. A quorum is present.

Approval of Agenda

Sharon moved to approve the agenda. Greg seconded the motion, which passed unanimously.

Approval of Minutes

There were a couple of names that had typos. With these being corrected, Sharon moved to approve the minutes of the October 20, 2020 board meeting. Joe seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of November 2020 we have \$1,409.46 in the checking account and \$89,808.03 in the reserve account.

Income is under budget because one owner prepaid dues in 2019. Expenses in November were normal for the time of year.

Greg moved to approve the November financial reports. Gary seconded the motion, which passed unanimously.

Maintenance Committee

Lon Gates will be back when he is available to complete the siding repairs at 315 #301.

Security lighting improvements have been completed.

We are looking into installing solar powered ring cameras in the entry ways. The cameras are \$130 / each and there is a \$100 / year subscription fee. It is not a live feed camera but footage can be accessed in the event of a security issue. Bob Dornan can set these up.

The push bar lock on the garage walk in door is hard to open. We will see how this goes before installing the same thing at building 337.

A video scope has been done of the new sewer line at building 315, which showed that there are no issues and the line is working well. Both of the sewer lines for building 337 have been rotor rooted, and there are no concerns.

The solar shades have been removed. This appeared to have some positive impact on the heat build-up on the third floor. They will be re-installed in the spring.

There have been some issues with the garage door at building 337. It appears that the bend in the bottom edge is causing some strain on the mechanical parts. The electronics are good and the chain has been tightened so the door is functioning well now. We will get a bid for replacing the edge bar.

The two 10lb fire extinguishers in the garages are being serviced. Fire regulations also require an extinguisher on each floor of the buildings. Fire extinguishers should be tested annually.

Landscaping Committee

The committee will meet again in January to decide which plants they want to include in the beds and planters next spring. Plans will be brought to the board for approval at the February board meeting, and then presented to the ownership at the annual meeting.

There continue to be a lot of boxelder bugs, particularly around building 315, they have never abated as expected over the winter. We will review options for dealing with this in the spring.

Other Business

2021 Budget & long range planning: Board member suggestions to improve the projections included adding a line item to the reserve study for interior painting, double checking the target costs for capital expenses and looking at the timing for projects such as the carpet. It is likely that a special assessment will be required to meet some of the long term project needs, like the painting. An assessment may be more acceptable to the ownership if it is tied to a specific project, and if there is good communication and plenty of lead time.

Operating costs may also need to be increased to keep up with costs and maintain the correct level of reserve contributions. Helen will provide details of how operating costs are determined for the budget.

Board Members: Kathy, Greg and Joe are all up for re-election at the Annual Meeting and one other owner has also expressed interest in joining the board. The covenants allow for up to 8 board members.

Move-in/out fee: Mary Nakashian has expressed that she thinks the \$500 move in and move out fees are excessive and arbitrary, and that they do not make a significant impact on overall revenue. There may be other ways to recoup any costs associated with a move. Hill suggested implementing a damage deposit instead of or as well as a fee. Helen will check the covenants regarding reserve contributions when condos are sold.

Hill suggested that a future topic for board discussion and exploration is installing solar panels.

Next Meeting & Annual Meeting Dates

The next board meeting will be on Tuesday February 16, 2021 at 2:00 pm.

The annual meeting will be on Tuesday March 16, 2021 at 2:00 pm.

The meeting will be held over zoom.

The meeting was adjourned at 4:08 pm.