

**Shadow Creek Condo Association
Board of Directors Meeting
December 7, 2021**

MINUTES

Board Members Present: Bob Wegner, Hill Jason, Gary Waggoner, Sharon McClew, Joe Zamudio and Greg Pavlich
Helen Cartwright represented Creekside Community Association Management.

The meeting was held over Zoom and was called to order at 2:30 pm. A quorum is present.

Approval of Agenda

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

Approval of Minutes

Sharon moved to approve the minutes of the October 28, 2021 board meeting. Hill seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of November 2021, we have total assets of \$134,048.75.

We are operating within our budget and have been making scheduled transfers to the reserves account.

Greg moved to approve the November 2021 financial reports. Sharon seconded the motion, which passed unanimously.

Maintenance Committee

Entryway window repairs: Slade Glass has complete the repairs to the entryway windows in both buildings.

Open Porch Inspections: These inspections were scheduled for last Monday, but had to be cancelled due to contractor illness. If this cannot be rescheduled for before December 15, we will look into January for a new date.

Xcel Energy LED lights rebate: Bob has enquired to see if we can take advantage of this rebate for installing LED lighting in our buildings. The contractor may be able to do a site visit this week. The rebate deadline is the end of this year, so we may need to make some quick decisions.

Project Review Committee:

The owners of 337-302 have completed a minor kitchen remodel.

A kitchen renovation is in progress at 315-203.

The rear windows will be replaced at 315-204 in January 2022.

There will also be window replacements at 315-201 in March 2022.

Landscaping Committee

315 Landscaping project: Joe reported that there are a few items to follow up on, but these will mostly wait until spring. The replacement pear tree appears to be doing fine. Green Spaces are going to put some metal edging around the plants at the end of the sidewalk.

Joe will step down as chair of the landscaping committee next year, and would like to get more owners involved in the group. We will send out a invitation with the Annual Meeting notices.

The planted areas may need extra watering over the winter if the weather continues to be warm and dry.

Other Business

Electric Vehicle Policy: Bob distributed the draft policy to the board, who discussed a few modifications to be made. The policy will be sent out to owners for comments before being adopted. Sharon suggested that at the Annual Meeting we ask owners who is considering purchasing an EV so we have an idea of what our timeframe is for action.

Insurance / workers comp: Gary has been researching our current insurance coverage, and getting information on workers comp, which may include some coverage for volunteers. Even though we do not have any direct employees, workers comp can cover lapses in contractor coverage for example. It would add an extra layer of protection for the Association and is an inexpensive policy.

Climate Change Action: We will pay attention to any incentives that may be offered to help with installing solar panels on the buildings.

Energy allocation: Helen explained the method of allocation of energy costs. Common area electricity is divided equally among the units. The gas charge is divided into metered heat, base heat and hot water. These are calculated based on actual heat usage and the time of year. The model works adequately for our purposes. We will pay attention to when a units heat usage is unusually high, which may indicate an issue with a zone valve or a thermostat.

We may be able to bring down the electricity charge when we install LED lights in the garages, with motion sensors so the lights are not on all the time.

Pet Policy: Sharon presented a draft of a revised pet policy for discussion. It was decided to remove the 40 lb size limit for dogs, but to keep the requirement for using the back stairs to bring dogs in and out. If an owner has issues around using the back stairs or the back stairs would not be safe, they should talk to the board for an exception. Other requirements will be added to address vaccination, collars with ID tags and City dog licenses. If a dog owner does not follow the rules, we need to be consistent with follow up and consequences.

Sharon will redraft the policy and it will be distributed to owners for comment.

Fire Safety:

Next Meeting Date

The next board meeting will be on Tuesday December 7, 2021 at 2:30 pm.

Annual Meeting Date:

The annual meeting will be on Monday January 25, 2022 at 2:00 pm.
Sharon and Gary will be up for re-election at this meeting.

The meeting was adjourned at 4:47 pm.