

**Shadow Creek Condo Association
Board of Directors Meeting
May 7, 2019**

MINUTES

Board Members Present: John Martin, Sherry Bruff, Kathy Wegner, Greg Pavlich and Gary Waggoner

Maintenance committee members present: Bob Wegner, Gerard Carroll. Helen Cartwright represented Creekside Community Association Management.

The meeting was called to order at 2:36 pm. We have a quorum.

Approval of Agenda

Sherry moved to approve the agenda. Kathy seconded the motion, which passed unanimously.

Approval of Minutes

Greg moved to approve the minutes of both the March 19 and April 1, 2019 board meetings. Gary seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of April 2019 we have \$15,021.12 in the checking account and \$179,595.44 in reserve savings.

Income for the year to date is below budget. One account has not been paid since February, as the estate is in probate. Late fees will be applied to the account.

Expenses for lighting and snow removal are over the annual budget. We have done some lighting projects that were unanticipated, and there were a lot of smaller snow events this winter than the last couple of years. Aside from this the expenses are normal and within budget overall.

Helen will bring a recommendation for moving funds to cover the landscaping expense from reserves to the next board meeting.

Kathy moved to approve the April 2019 financial statements. Gary seconded the motion, which passed unanimously.

Landscape Committee

337 Landscaping updates: The landscaping project at 337 is well underway. The rest of the plants were delivered today and will be planted tomorrow. There will be a one year warranty on the plants. Once the irrigation is installed it will be tested to make sure everything works appropriately.

The planters at 315 have also been mostly planted. Gerard Carroll has offered to help with this.

Building Committee

The committee has drawn up a list of action items, both for the HOA and for individual unit owners to take care of, as well as a list of routine maintenance tasks and who is the responsible person.

The items that are currently being addressed are:

A leak in the recirculating line in the 337 boiler room. This requires shutting down the heating system so will be repaired once the weather is consistently warm. There is also a leak from the pressure relief valve on the 337 hot water heater. Helen will contact Mark from Centennial to get this taken care of.

Several areas requiring siding repairs have been identified and committee members will meet with Lon Gates to get an estimate for these repairs.

Jerry Carroll is joining the maintenance committee.

There was discussion of developing a protocol for managing projects, so that we do not rely too heavily on residents for maintenance tasks.

Pool Committee:

The pool opening is currently scheduled for May 19. If the weather will not be warm enough for swimming over Memorial Day, the opening may be pushed back.

Budget / Reserves Study:

Helen reviewed the process for developing the budget and the reserve study.

Building / Grounds Infrastructure:

The board toured the property to become familiar with the systems present in the building and grounds, and to look at upcoming repairs to be done.

Next Meeting Date:

The next meeting will be at 2:30pm on Tuesday July 16, 2019.

The meeting was adjourned at 4:50 pm.