

**Shadow Creek Condo Association
Board of Directors Meeting
October 20, 2020**

MINUTES

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

The meeting was held over Zoom and was called to order at 3:07 pm. A quorum is present.

Approval of Agenda

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

Approval of Minutes

Gary moved to approve the minutes of the August 18, 2020 board meeting. Sharon seconded the motion, which passed unanimously.

Approval of Financial Statements

Gary moved to approve the September financial reports. Joe seconded the motion, which passed unanimously.

At the end of September 2020 we have \$1,414 in the checking account and \$93,099 in the reserve account.

Income is slightly under budget. Administration and utilities expenses are within budget, but repair expenses are significantly over budget in buildings, energy system, tree maintenance and snow removal. We are also behind on making transfers to the reserve account.

2021 Budget Discussion

Helen presented a preliminary draft of a budget for 2021, as well as a capital expense projection for the coming years. The board discussed possible options for further reducing expenses, for example less frequent cleaning, and ways to increase revenue, for example by increasing dues assessments. We also need to maintain building standards and not accumulate problems for the coming years. We will discuss this further at the next meeting. The budget does not need to be finalized until the February 2021 board meeting.

Maintenance Committee

Siding Repairs: Lon Gates did some work on a couple of front balconies at building 315. There may be some additional siding costs this year – removing the bush in front of #104 uncovered some siding damage and the rear of unit 201 needs to be inspected for damage. The owner of #301 in building 315 is working with the contractor to do repairs on the balcony and then the Association will have him complete the siding repairs. Siding repairs were previously completed around the balcony at #304 in building 337, and the owners will take care of the balcony repairs.

Bob Wegner will talk with Lon Gates about how much it would cost to replace the siding entirely, but it would likely be several hundred thousands of dollars.

Third floor heat mitigation: The solar shade over the third-floor skylight in building 337 worked to reduce the temperature on the upper floors by 5-10 degrees. We will install the same in building 315 next year. It may be necessary to consider adding a fan system as well. Gary will remove the shade over the winter.

Security Lighting: Additional lighting has been installed.

Pool Heater: The pool committee will get back to the board with a proposal for replacing the pool heater.

Landscaping Committee:

The committee estimates that the remaining landscape improvements will cost around \$5,000. They will work over the winter to select plants and draw up plans to present to owners at the Annual Meeting. There is also a proposal to plant two pear trees in front of 315 to replace those that were removed for the sewer repair. These will be located away from the sewer line, electrical wires and the water line for the fire suppression system. They will also be situated to be wildfire safety compliant.

Other Business:

The doorstep by the 315 dumpster has been replaced. Bob Dornan has also tightened up the pool fence.

Helen will arrange for the fire extinguishers to be serviced.

Joe will contact Bob Dornan to remind him to remove the lumber from under his deck.

To add 14 isolation valves in building 337 would cost around \$1500-2000. In the case of a problem with the underfloor heating in one of the condos we would not have to turn off heat to the whole building. Mark recommends doing this during the warmer months.

Bob requested that all tree branches are trimmed back 3-6 feet from the buildings.

Next Meeting Date & Location:

The next meeting was set for Tuesday December 15, 2020. The meeting will be held over zoom.

The meeting was adjourned at 4:46 pm.