

**Shadow Creek Condo Association
Board of Directors Meeting
October 25, 2022**

MINUTES

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

The meeting was held over Zoom and was called to order at 2:01 pm. A quorum is present.

Approval of Agenda

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

Approval of Minutes

Gary moved to approve the minutes of the August 30, 2022 board meeting. Sharon seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of September 2022 we have total assets of \$93,486.91. For the most part we are working within the budget, accounting for some expenses (eg. water, pool, grounds) being seasonal.

Sharon moved to approve the September 2022 financial reports. Joe seconded the motion, which passed unanimously.

Maintenance Committee

315 Exhaust fan: The exhaust fan is working well in building 315. There has been positive feedback from residents in building 337, and we assume the same for 315. We will ask Green Mountain Home Solutions to remove / install the skylight shades.

Garage Lights: This item is still ongoing.

Garage Walk-in Door: Buffalo Security expect the parts to replace the lock to be delivered sometime in December. We will co-ordinate with Green Mountain Home Solutions to adjust the door jambs at the same time.

Garage Doors: Greg mentioned that the overhead garage doors are quite loud. We will put in a request to Door Specialties to do some preventative maintenance.

Interior building upgrades

The interior upgrades committee continues to work on sourcing bids for painting, carpet / tile and lighting improvements. Costs are estimated to be in the region of \$70,000.

Landscaping Committee

Reinholt Tree will be onsite in the next couple of weeks to remove two dead trees on the west property boundary. Joe will mark the trees so the correct ones are removed.

Other Business

2023 Budget: Helen and Gary presented a draft budget for discussion. Operating expenses will be higher next year, so a dues increase is necessary. In addition, we want to maintain reserve savings so that we have funds for the planned interior upgrades. After this project we do not have any large expenditures planned for several years so we will be able to build our funds back up.

Sharon moved to approve a budget with a \$30 / month dues increase. Greg seconded the motion, which passed unanimously.

Rules of Road Updates: Mary Nakashian has done a thorough re-write of the Rules of The Road, and additional review has been done by Bob, Sharon & Kathy. The aim is to simplify the wording and to match the content to current HOA practices.

Bob reviewed the sections with content changes with the rest of the board. Kathy updated the document with suggested amendments and will distribute the final draft for the board to approve at the next board meeting.

Gary suggested removing lists of board and committee members from the rules document as this information changes annually.

Covid Reminders: The board does not see any need to change current building protocols around Covid 19 transmission. If CPH guidance changes we will respond as appropriate.

Next Meeting Date / Annual Meeting Date:

The next board meeting will be at 2:30 pm on Wednesday December 7 and will focus on Annual Meeting preparation and approving the Rules of the Road.

The Annual Meeting will be at 2:00 pm on Tuesday January 31, 2023. Bob, Greg and Joe will be up for re-election.

The meeting was adjourned at 3:50 pm.