

Willow Green Townhomes
Board Meeting
November 29, 2021

MINUTES

The meeting was called to order at 7:36 pm.

Board members present: Lauren Wilson, Emily Barnak and Martin Thiele.

Alternates present: Alex Milewski

Helen Cartwright represented Creekside Community Association Management. A quorum is present.

Approval of Minutes:

Lauren moved to approve the minutes of the May 6, 2021 meeting. Martin seconded the motion, which passed unanimously.

Financial Statements:

At the end of October 2021 there is \$4,269.02 in the operating account and \$222,015.02 in the reserve saving account.

Income is slightly under budget for the year. Overall expenses are a little over budget, from higher than anticipated costs for insurance, water, building repairs and snow removal. We should be able to make up the annual reserves transfer by the end of the year. One account continues to carry a past due balance.

Lauren moved to approve the October 2021 financial statements. Emily seconded the motion, which passed unanimously.

Old Business:

Decks & front porch replacements: We are still waiting for materials to be delivered to replace four front porches. Martin will work with the supplier. Once we do the four model porches we will prioritize back decks with the selected material.

Covenant Updates: Martin will get the documents notarized and then they will be recorded at the Boulder Clerk & Recorder's office.

Electric panels: Three owners still need to upgrade their electric panels.

Porch lights: We will order 10 extra of the front and rear fixtures to have on hand if any break. The rear light at 3397 will not be replaced until the owner sells or the current fixture fails.

Window Well Facing: Martin will speak to Erik & Bill to get bids to face and cap the concrete window wells.

Chimney Cleaning: All the chimneys that were identified as needing cleaning have been cleaned.

New Business

Snow Removal: The Flying Colors contract for snow removal services was approved by email.

2022 Budget: Emily moved to approve the budget for 2022 with a \$10 / month dues increase. Martin seconded the motion, which passed unanimously.

ACC Applications: The application for new windows at 3323 was approved by email. Sliders are permitted for the basement level only, all other windows must be casement style.

Homeowners Concerns / Other Business:

The owner at 3345 was concerned that mold in the neighbor's basement could spread to her home. The basement walls are concrete so this is not likely. Martin is working with an arborist to get some basic tree trimming done.

Annual Meeting Date:

The annual meeting will be held on December 15, 2021 over Zoom.

Next Meeting Date:

We will talk in February to set a date for a spring meeting.

The meeting adjourned at 8:12 pm