

YARMOUTH WAY CONDOMINIUM ASSOCIATION INC.

HOA Board Meeting – Meeting Minutes

Location: Zoom Meeting Date & Time: Tuesday November 8, 2022 – 6:00 PM

MEETING ATTENDEES

HOA Board Members Present	Sabrina Neu, Steve Muller, Drake Elkins	Quorum Met?	Yes
HOA Board Members Not Present	Cathy Badell, Daniel Hessler	Other HOA Member Attendees	
Property Mgmt Co Attendees	Helen Cartwright	Guest Attendees	N/A

NEW/OPEN ACTION ITEMS

Date Assigned	Owner	Description	Target Date
11/8/22	Helen	Ask Michelle Smith if the sump pump is running and where it drains to. Ask Maureen at 4622 if she has a sump pump & if it runs. Communicate to owners the existence of sump pits which should be periodically checked.	11/30/22
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format (Pending new legislation in August 2022) 08/31/22	12/31/22

DISCUSSION NOTES

- 1. Meeting Called to Order** – At 6:40 pm
- 2. Approval of Minutes** - Motion by Steve to approve minutes from July 12, 2022 and April 11, 2022. Seconded by Sabrina. Motion passed unanimously
- 3. Manager’s Report** -

- 7/15/22 Sabrina Neu, 4625, emailed about a mattress that had been dumped at the corner of 17th & Yarmouth. Sabrina offered to communicate with the City about this and Steve submitted a complaint to the City on behalf of the master association.
- 8/17/22 Laura Price, 4616, reported some damage to the siding around some of her windows. The trim needed to be replaced as water was getting behind it. This was not an HOA responsibility.
- 8/23/22 Michelle Smith, 4624, called about some water damage in the basement of her condo. Helen had the irrigation checked, and there were no issues. Michelle discovered that there was no sump pump in the pit in the basement which led to the problem.
- 10/31/22 Sara Cunningham, 4609, had a water shut-off notice left on her front porch. This was related to the backflow for the 16th St Master HOA irrigation.

4. Financial Statements & Delinquencies

- At the end of October 2022, we have total assets of \$73,291.63. With the exception of insurance costs we are operating within the budget. There is a total of \$1644.28 in delinquent accounts. Three owners have since brought their accounts up to date. Other delinquencies are due to owners not keeping up with either dues increases or water billing.
Creekside Management will be switching to a new online payment system beginning in January 2023, which will allow owners to access their own accounts and pay them online. Owners will still be able to send in payment checks or online payments from their banks.
Sabrina moved to approve the October financial statements. Steve seconded the motion which passed unanimously.

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5. Old Business

a. Action Item Update

Date Assigned	Owner	Description	Target Date
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format (Pending new legislation in August 2022) 08/31/22 <i>Outstanding</i>	12/31/22
7/12/22	Steve	Ask Michael T. to check master HOA billing for Green Spaces to ensure we were not charged for repairs caused by City of Boulder, nor for over-mowing. <i>Confirmed. City reimbursed for repairs to Master HOA landscaping.</i>	7/31/22
7/12/22	Steve	Contact Mike about sod that was installed – is it dead? It was not green when it was installed. <i>Grass is looking fine</i>	7/31/22
7/12/22	Helen	Send email about LCE weeds to the specific owner & remind all owners about weeding responsibilities. <i>Completed</i>	7/31/22
7/12/22	Helen	Order new no dumping sign. <i>Completed. New sign has been installed.</i>	7/31/22

Landscaping improvements have been completed by Green Spaces and the GCE areas are looking better. We will review the landscaping with the contractor in the spring.

6. New Business

a. 2023 Budget

There has been a significant increase in insurance costs and it is important to keep annual reserve saving at an adequate level. Steve moved to approve the 2023 budget with a 10% dues increase. Sabrina seconded the motion, which passed unanimously.

7. Homeowner Concerns / Other Business

a. ACC Applications

4612 artificial stain porch and deck – approved by email

b. A potential buyer at 4612 asked about short term rental rules. There are no restrictions in the Yarmouth Way governing documents around lease length. Short term rentals must have a City of Boulder license.

c. Thanks to Drake for refilling the dog waste bags. Owners should contact the manager if they notice the dispensers need refilling.

d. Many of the original parking tags are deteriorated. We will order new tags in a different color and redistribute two new tags to each residence.

8. Upcoming Meeting(s)

a. Annual Meeting – The Annual Meeting will be on November 29, 2022 at 6:00 pm, over Zoom

b. Next Board Meeting – The next Board Meeting will be on April 11, 2023 at 6:00 pm, over Zoom

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9. Adjournment

- a. With no further business to discuss, the meeting adjourned at 7:08 pm.