

YARMOUTH WAY CONDOMINIUM ASSOCIATION INC.

HOA Board Meeting – Meeting Minutes

Location: Zoom Meeting Date & Time: Tues April 11, 2023 – 6 PM

MEETING ATTENDEES

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

NEW/OPEN ACTION ITEMS

Date Assigned	Owner	Description	Target Date
04/11/23	Helen	Send new regulatory docs for review	04/11/23
04/11/23	Helen	Send zoom meeting out prior to next HOA meeting	10/01/23
04/11/23	Cathy	Send out email invitation for next HOA meeting	04/11/23

DISCUSSION NOTES

1. **Meeting Called to Order** – At 6:07 pm

2. **Approval of Minutes** – Motion by Steve to approve minutes from Nov 8, 2022. Seconded by Cathy. Motion passed unanimously.

3. **Manager’s Report**
 - a. **4618 16th** - Under contract
 - b. **4612 16th** - On the market
 - c. **4602 16th** - Under contract; GCE sprinkler door needed repair, so owner had to remove fake turf blocking the door.
 - d. **Mailbox lock broken** - Finally got fixed
 - e. **Camper / trailer stored in alley** – Helen sent owner HOA rules
 - f. **Shelter in place on March 30** - Resolved
 - g. **Dog waste bags requested** – Helen ordered

4. **Financial Statements & Delinquencies**
 - a. At the end of March 2023, we have total assets of \$77,562. We are fairly close to budget. There is only \$188 in delinquent accounts, probably related to new payment system.
 - b. Cathy moved to approve the March 2023 financial statements. Steve seconded the motion which passed unanimously.

5. **Old Business**
 - a. **Action Item Update**

Date Assigned	Owner	Description	Target Date
11/8/22	Helen	Let Michelle Smith know about sump pits in homes but no sump pumps <i>Completed</i>	11/30/22
11/8/22	Helen	Sent out new parking passes with annual meeting notice <i>Completed</i>	11/15/22
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format (Pending new legislation in August 2022) <i>N/A – Helen sent out new version of governance docs</i>	12/31/22

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6. New Business

- a. Governance - New governance rules per State of Colorado and we need to revise our docs
- b. Grounds maintenance contract for 2023 – Approved by email
- c. Woonerf stone bench repair quote – Approved
- d. Pear tree treatment - Approved

7. Upcoming Meeting(s) - The next Board Meeting is a budget meeting - **Tues 10/03/23 at 6 pm**. Helen will send out Zoom the week before, Cathy will send out invite.

8. Adjournment - With no further business to discuss, the meeting adjourned at **6:45 pm**.