

YARMOUTH WAY CONDOMINIUM ASSOCIATION INC.

HOA Board Meeting – Meeting Minutes

Location: Zoom Meeting Date & Time: Wed April 7, 2021 – 6:30 PM

MEETING ATTENDEES

HOA Board Members Present	Steve Muller, Cathy Badell, Sabrina Neu, Sandra Hallie	Quorum Met?	Yes
HOA Board Members Not Present	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
04/07/21	Helen	Reach out to Green Spaces to determine sprinkler system turn-on date and put Sandra in touch with Mike.	04/09/21
04/07/21	Helen	Get a bid from State Farm on insurance. Find out what increasing the deductible significantly does to the insurance cost.	04/23/21
04/07/21	Helen	Communicate to Yarmouth-adjacent homeowners about balcony columns & concrete supports (see notes).	04/30/21
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format.	05/31/21

DISCUSSION NOTES

1. **Meeting Called to Order** – At 6:35 pm

2. **Approval of Minutes** - Motion by Steve to approve minutes from October 29, 2020 and seconded by Sabrina. Motion passed unanimously.

3. **Manager’s Report**
 - a. Snow removal issues – See new business section below.

4. **Financial Statements & Delinquencies**
 - a. At the end of March 2021, we have total assets of \$75,141.95. There is a total of \$3,199.61 in delinquent accounts, some from water bills, some from short pays, some from outstanding payments.
 - b. Cathy moved to approve the March financial statements. Steve seconded the motion. Passed unanimously.

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

Date Assigned	Owner	Description	Target Date
10/29/20	Helen	Send out annual meeting notice. <i>Completed</i>	11/9/20
10/29/20	Helen	Send out email announcements: <ul style="list-style-type: none"> • Toilets – Owners should consider replacing original build toilets. • Bears & bear-proof cans – Bear sighting in the alley. Reminder of Boulder rules about 	11/13/20

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		<p>having bear-proof trash cans if cans are left out at night: https://bouldercolorado.gov/wildlife . Not having a bear proof container runs risks of attracting more bears to the neighborhood; bear injury; property destruction; fines.</p> <ul style="list-style-type: none"> • Snow Removal Damage – Notify Helen immediately if you see damage to LCE or GCE areas. Has to be reported to vendor within 48 hours of the storm. • Thefts – Several thefts in the past 6 months from garages, cars, and driveways. Please be aware. • ACH Payments - Monthly HOA assessments can now be paid electronically through ACH. <p><i>Completed</i></p>	
10/02/19	Helen	Contact FRAM and GreenSpaces to meet about the sprinkler break. <i>Completed.</i>	10/04/19
10/29/20	Helen	Ask Green Spaces if they confirmed whether the trees in the woonerf (were) getting water. <i>Answer: No. Sprinkler repair now completed.</i>	11/13/20
10/29/20	Helen	Draft solar roof responsibility statement & send to board to review. <i>ACC application for solar roof was withdrawn.</i>	11/20/20
10/02/19	Cathy	Review Collections Policy and adapt to Rules & Regulations format. <i>Open</i>	10/31/19
07/08/19	Helen	Get second bid to evaluate balcony support repairs. <i>Completed</i>	10/31/19

6. Old Business

- a. **Balcony Supports** – Project completed. The columns and concrete supports were not deemed an immediate danger by the engineer but because they had sunken into dirt, they placed a wedge under each column. The balcony owners should redirect their downspout extenders and improve soil drainage to prevent this from happening again. Helen will communicate to all balcony owners that they should evaluate their downspouts and drainage, perform mitigation themselves or HOA can do it and bill it back. If the columns/concrete supports sink again, the HOA will have professional evaluation completed. If the cause is likely poor drainage, the homeowner may be responsible for repairs/mitigation.
- b. **Collections Policy** – Cathy will draft.
- c. **Trash Cans/Bears** – No further reports of bears.

7. New Business

- a. **16th St Master Updates** – No updates. Next 16th St Master HOA meeting is currently set for April 22, 2021 at 5:30 pm via Zoom.
- b. **Snow Removal** – Big storm in March resulted in some complaints: Woonerf was plowed late. Pile was blocking owner’s driveway. Snow removal was completed during early morning hours and was noisy.

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Pile appeared unsafe so Cathy asked snow removal vendor to move some of it to the parking spaces adjacent to the pocket park; instead, snow removal vendor chose to remove the pile from the property. Cathy and Patti from 16th St Master HOA board are evaluating snow removal options for 2021/2022 season and beyond.

- c. **2021 Grounds Contract** – Continuing with Green Spaces for 2021; approved by Board over email.
 - d. **Insurance Review** – Renewal bid from Travelers increased significantly from approx. 13K to \$20,910. Helen asked American Family to rebid the coverage, and they came in at \$19,843. Helen will talk to the agents again and get a bid from State Farm.
 - e. **ACC Applications** – 4618 16th ACCs Approved: Front & rear concrete steps; rock mulch; sprinkler system rebuild. Solar roof application. Helen will reach out to Mike to determine sprinkler system turn-ons. Will put Sandra in touch with Mike.
8. **Upcoming Meeting(s)** - The next Board Meeting is Mon July 19, 2021 at 6:30 pm.
9. **Adjournment** - With no further business to discuss, the meeting adjourned at 7:46 pm.