

Meadowood Condominiums Homeowners Association  
1512 Grand Ave., Suite 109  
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(970) 945-7266

Board Meeting  
August 12, 2008 –6:30 p.m.

The Meadowood Condominiums Board of Directors met on site at 1329 Pitkin Avenue, Glenwood Springs, Colorado on August 12, 2008. The meeting was called to order at 6:00pm. A quorum of the Board was established.

**BOARD MEMBERS PRESENT**

Natalie Carrion  
Chris Boche

Jeff Sansone  
Lynn Cassidy

**OTHERS PRESENT**

Brian Magee  
Amy Nicholson  
Angie Anderson  
Joe Mulka

Adrienne Prosser  
Teresa Monger  
Sam Elias  
John Haines

Please note that this was a Board meeting – not a general membership meeting. One of the agenda items was to get the everyone up to date on the Capital Improvement Project. All owners are encouraged to attend Board meetings and the Board welcomes owners' input at these meetings.

The Board is continuing to meet every Thursday, 7:00 p.m., at the office of Crystal Property with the general contractor regarding the capital improvement project. These are not Board meetings or General Membership meetings, however, owners can attend these meetings. Do contact Terri at Crystal Property on Thursday mornings to confirm the meeting. If there is not a quorum of Board members attending, the meeting will be canceled and held the following Thursday.

**Capital Improvement Project**

- Jeff and Chris gave an update on the progress of the capital improvements project.
- The supplies will be ordered within the next 10 days with the work to commence around September 1<sup>st</sup>.
- A schedule of construction will be posted on the laundry room doors.
- The project consists of replacing all upper decks and all sliding glass doors.
- The sliding glass door will be replaced with the sample attached to these minutes.
- The lower levels will have a concrete deck.

**Special Assessment**

- Because of the cost savings, all materials (windows and decking material) will be ordered for all 36 decks to be on site by the end of August.
- The general contractor indicated that in order to keep the price at the \$7000 figure, they would need to go from one deck to another. It is not cost effective to jump around and do

only the decks of people who have paid and then go back and do their decks at a later date.

- Therefore, the Board has to take a hard stance on insisting that all special assessments need to be given to the HOA no later than August 31<sup>st</sup>.
- On September 1<sup>st</sup> all owners who have not paid the special assessment will be turned over to an attorney for collections.
- The Board believes this project will be completed by the end of November.
- The Board is looking for a volunteer to allow the general contractor to go inside the wall (where the siding glass door is located) and see how they will need to frame the doors. We have volunteers for the upper levels but need a studio unit. Please call Terri at the above listed number if you are interested.

#### **Laundry Rooms**

- The laundry rooms were re-plumbed so that two washers can be used simultaneously.
- When the plumber replumbed, it was noted that there was extensive damage caused to drywall and the floor had to be repaired and replaced in Bldg C.
- There was a water leak in Bldg A. The contractor did take responsibility for this water leak and will pay for the repairs and carpet cleaning.

#### **Siding/Windows**

- Because of the water damage caused by ineffective decks, the Board agreed that the deck project had to be completed this year.
- The Board has given the go ahead to the general contractor to procure bids for the siding and window replacement project.
- The next stage of the capital improvement project will be discussed at the annual meeting, which will be in October or November. More information will be forthcoming.

#### **Fee Allocation Per the Covenants**

- Dues and special assessments are allocated at .0245 for studio units and .0294 for all other owners. The Board will take this into consideration with the 2009 Budget and the next phase of the capital improvement project.

#### **Board Minutes**

- The Board, via e-mail approved the July 14, 2008 minutes with no corrections.

#### **Financials**

- The July 2008 financials were reviewed via e-mail and approved with no corrections.

#### **Storage Unit Contract**

- It was brought to the Board's attention that an off site person has been renting a storage unit for the past few years.
- Because an agreement wasn't signed between the HOA and this person, it has been difficult in getting this person to vacate the storage unit.
- Therefore, the Board proposed a storage unit contract that will need to be signed before you can rent a storage unit.
- A motion was made to adopt the storage unit contract. This motion was seconded and passed unanimously.
- A motion was made that storage units can only be rented to on site owners. This motion was seconded and passed unanimously.

#### **Contract for the Common Area Maintenance**

- The Board hired Sanctuary Landscape Company on a month to month basis.
- Sanctuary Landscape Company submitted a contract that will expire December 31, 2008 at a cost of \$700 per month. This contract includes all outside maintenance, snow removal, and cleaning of the hallways and laundry rooms.

- A motion was made to approve the contract from Sanctuary Landscape Company. This motion was seconded and passed unanimously.

#### **Delinquent Special Assessment Accounts**

- As previously discussed, it is vital that the HOA receive all special assessments no later than August 31<sup>st</sup>.
- A motion was made to turn over any owner (who has not paid the special assessment in full) no later than August 31<sup>st</sup> to the HOA attorney for collections. A lien will also be placed on the delinquent owner's unit. If it is a viable option, salaries and/or rents will be garnished. This motion was seconded and passed unanimously.

#### **Annual Meeting**

- Natalie is working on a draft of the 2009 budget. The annual meeting will be in October or November. More information will be forthcoming.

#### **Rules/Regulations**

- Terri drafted up rules and regulations. Natalie asked if this could be tabled until the next Board meeting to give the Board members more time to review this document. The Board agreed.

#### **Web Site**

- We are mailing out the minutes to this Board meeting. However, in the future minutes will be posted on the web site versus being mailed out. The web site can be accessed at [crystalproperty.com](http://crystalproperty.com).

With no further business the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Natalie Carrion, Secretary