

RECORD OF PROCEEDINGS

Minutes of a Special Meeting of the Board of Managers of the Springs Condominium Association

Sunday, October 30, 2022

This special meeting of the Board of Managers of the Springs Condominium Association was held in person on Sunday, October 30, 2022 at 4:00 p.m.

Attendance:

The following Managers were present:

Melanie Hermes, President
Christine Gazda, Vice President/Secretary
Barbara Mason
Amy Mathesius

Call to Order and Declaration of a Quorum:

Manager Hermes called the meeting to order at 4:15 p.m. and it was noted that a quorum of the Board was present and that Manager Shawn Gillespie was unable to attend due to a scheduling conflict.

Minutes – August 31, 2022:

Manager Mason moved to approve the minutes of the August 31, 2022 Board Meeting. Upon second by Manager Hermes, vote was taken and motion carried unanimously.

New Policy Concerning Collection of Unpaid Assessments:

Manager Gazda gave the Board an overview of the new policy. Manager Mathesius expressed concern over implementation of late charges on past due amounts. Managers Mason and Hermes suggested we offer the ability to reduce or remove late fees. Manager Mason moved to approve the policy subject to the additional language. Upon second by Manager Hermes, vote was taken and motion carried unanimously.

Delinquent Account – 1504 Bennett Ave., #2-2:

Manager Hermes updated the Board on 1504 Bennett's delinquency and total of past due amounts. Manager Gazda explained possible next steps. The Board discussed the issue. Manager Gazda moved to send one final notice of delinquency with demand for payment within 30 days. Upon second by Manager Mason, vote was taken and motion carried unanimously. Manager Hermes moved to suspend Manager Gillespie's voting rights pursuant to the Bylaws. Upon second by Manager Mason, vote was taken and motion carried unanimously. Manager Gazda will follow up with SCA's attorney, Wilton Anderson, and ask for an outline of SCA's legal options regarding the delinquency. Per SCA Policy and Procedure Regarding Conflicts of Interest, Manager Gillespie was not present during this discussion and did not vote on this matter.

Gutter Cleaning, Chimney Cleaning, Snow Plowing/Shoveling:

Manager Hermes showed the bids received, and the Board discussed hourly rates versus a total cap. Ruano Landscaping submitted a bid for \$100/hour for snow plowing, estimated to take one hour, and \$50.00/hour for shoveling, estimated to take five hours. The Board discussed limiting the shoveling to \$50.00/hour up to \$250.00. Ruano also agreed to be on site before 6:00 a.m. every time. Manager Mason suggested adding to contract with Ruano that if they are not on site before 6:00 a.m., we receive a discount. Manager Mason also suggested asking if Ruano could come back later in the day to plow when more cars are out of the parking lot. Dominguez Handyman Services submitted a bid for gutter cleaning at \$47.00/hour, estimated to take six hours for a total of \$282.00. Stove Depot submitted a bid to do Level I inspection and chimney sweep for \$125.00/unit.

Manager Hermes moved to hire Stove Depot per the previously discussed terms. Upon second by Manager Mathesius, vote was taken and motion carried unanimously. Manager Hermes moved to hire Ruano with a cap of 2.5 hours of shoveling and a discount of 10% if they don't show before 6:00 a.m. Upon second by Manager Mason, vote was taken and motion carried unanimously. Manager Hermes moved to hire Dominguez for gutter cleaning per the previously discussed terms. Upon second by Manager Gazda, vote was taken and motion carried unanimously.

Property Management:

Manager Gazda explained the bids received. Manager Hermes summarized the issues with current property management company. Manager Hermes showed the Board property management fees paid by other HOAs in Glenwood Springs and reviewed the past five years of financials. The Board agreed they would like Preferred Property Management to give a presentation outlining proposed services.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned at 5:39 p.m.

Approved by SCA Board 01/29//2023

/s/ Christine Gazda, Secretary