

DRAFT
North Star B Condominium Association, Inc
Special Board of Directors Meeting Minutes
Wednesday March 29, 2023 1730 hours Mountain Time
Zoom and in person, Unit 7

Join Source HOA Zoom Meeting

<https://us02web.zoom.us/j/82490916439?pwd=RDRYVmZzR3VGUUXQWIA4U2doNVdpUT09>

Meeting ID: 824 9091 6439 Passcode: 877522 One tap mobile: 719.359.4580 or 253.320.0468

- Roll Call Board members present:
John Howe, President; Klare Colbert, Vice President; Secretary; John Vise, Treasurer; Jeff Cieslik, Scott Strand
Absent: Mayra Bazavilivazo and Scott Clements

Others present: David Averill, Dwight Janzen & Deb Gesmundo

Meeting called to order at 1735 hours

- Quorum present: fifty percent (50%) of board members present required for a quorum YES
- Proof of notice of meeting: Confirmed that notice of meeting was emailed to all members at least forty-eight hours prior to the meeting date. YES

Agenda Items:

- Approval of previous Board meeting minutes November 1, 2022. Minutes stand approved as presented without any corrections proffered. Minutes approved

New Business:

- Quarterly Financial report: the budget v actual was presented some discrepancies were noted, John Howe will address with Source HOA
- 2022 IRS and Colorado tax returns John Howe filed both tax returns at no cost to the association.
- Insurance due July 7; John Howe completed the 14 page application and sent off to Mountain West our agent.
- Landscape maintenance, electric mowers, written policy: John Howe will work with Tami Huntsman to create a list of instructions on lawn and landscape maintenance for our contractor.
- Unit 17 condensation leak; Danny did some work on the interior of the space to no avail, John Howe called Victor, the roof installer, who is currently working with

Tami to address the problem.

- Driveway snow removal considerations: There have been continuing concerns about the frequent of driveway snow removal. Several events happened when there was much less than 2” of snowfall. Our agreement allows for 27 plowings any extras are paid at \$158@. We will be reviewing the total season costs when available.
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- Special Projects: The Board was asked to review and prioritize what projects are to be address this year, the results are: 1. Gutter/heat cable repairs, 2. Driveway drain heat cable, 3. Gutter/downspout/heat cable installation on upper roof by unit 6/7, 2/3, 20/21, 22/23, 4. Repair driveway pot holes. Jeff Cieslik made a motion to approve the list seconded by Scott Strand, motion passed.
- Funding for special projects and reserve funding: Members discussed options for funding of special projects. John Howe made a motion to provide for a \$25K special assessment due April 28, 2023, motion failed for a lack of a second. After some continued discussion Jeff Cieslik made a motion to provide for a \$25K special assessment half payable on June 1., 2023 and the second half payable on August 1, 2023 seconded by John Vise, motion passed. A special membership meeting will be scheduled soon. There was not discussion or action on reserve funding.
- Part time maintenance assistant; John Howe recommended that Association look into hiring an hourly contract person to assist with the many tasks needed throughout the year. A search for such a person will be underway.
- Rewrite of HOA governing documents, John Howe discussed the need to rewrite all of our governing documents. No action taken.

Adjournment: Motion to adjourn by Jeff Cieslik seconded by Klare Colbert, motion passed at 1925 hours.

Minutes taken by John Howe

Signed _____, Officer _____, date _____

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