

**MEADOW VISTA CONDOMINIUM ASSOCIATION  
MEETING OF THE EXECUTIVE BOARD  
THURSDAY, AUGUST 12, 2021**

Present:                   Martin Catmur  
                                  Jan Grantham  
                                  Rob Harper, Toad Property Management  
                                  Nick Sledge, Toad Property Management

Nick called the meeting to order at 5:15 pm and explained Heather Woodward had sold her unit and a new Board member was required to complete the remainder of Heather's 2 year term. After discussion Nick agreed to email owners asking for volunteers to join the Board. Responses, together with a short bio, needed to be received by August 20, 2021.

It was agreed Jan Grantham would assume the role of President of the Association until the annual meeting on September 30, 2021.

Nick explained Complete Coverage were owed \$20,000 for the exterior staining. A suggestion was made to use \$8,000 from the Reserve account, have a \$1,500 per unit special assessment for the balance and increase the monthly capital reserve assessment from \$75 to \$100 per unit. Jan made a motion to assess all units a \$1,500 special assessment for exterior staining payable by August 31, 2021. Martin seconded the motion and it was unanimously approved.

Prior to the meeting a draft 2022 Budget had been circulated. Rob explained the management fee had been increased significantly due to increased labor costs and increased housing expenses throughout the valley. It was agreed labor shortages had created a problem throughout the valley. Rob explained insurance premiums had been increasing and significant insurance premium increases could be expected in the future. Rebuilding costs throughout the valley had increased significantly and the policy would need to keep pace with those rebuilding costs.

Nick explained the 2022 Budget increased dues by 3.4% and Martin suggested increasing dues by \$10 per month, per unit, so owners would pay a total of \$460 per month, \$360 per month, per unit, for dues and \$100 per month, per unit, for the capital reserve. Jan said weeds were out of control in the flower beds and grass area and not all owners/tenants were able to maintain the areas. It was agreed Toad would schedule some weed pulling and lawn maintenance as the rains had made the weeds grow more quickly, especially Toad Flax and Chamomile Daisies.

Jan made a motion to approve the 2022 Budget with dues of \$360 per unit, per month and a \$100 per month, per unit, for the capital reserve. Martin seconded the motion and it was unanimously approved.

It was agreed to once again hold the annual meeting via Zoom on September 30, 2021.

At 6:00 pm Jan made a motion to adjourn the meeting. Martin seconded the motion and it was unanimously approved.

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Rob Harper, Toad Property Management

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