

**HAWK'S NEST TOWN HOMES OWNERS ASSOCIATION
BOARD OF DIRECTOR'S MEETING
WEDNESDAY, APRIL 21, 2021 – 1:00 PM
VIA ZOOM**

Those present:

Shane Wharton, Unit 2
Carl & Barbara Zander, Unit 3
Kelly Wilhelm, Unit 4
Chet Boyce, Toad Property Management

Chet called the meeting to order at 1:04 pm and confirmed the meeting had a quorum.

Shane made a motion to approve the July 8, 2020 meeting minutes. Kelly seconded the motion and it was unanimously approved.

Chet explained the draft Budget had been distributed prior to the meeting and the draft Budget included a dues increase of \$25 per month, per unit. Kelly expressed concern about a dues increase and said she would favor keeping dues at the current level and having a special assessment as necessary. Past and future maintenance projects were discussed and the need to continue to increase the reserve fund.

Chet agreed to reach out to plumbers to obtain an estimate to reduce the cost of the outside faucets which could reduce expenses by \$660 per year. Insurance coverage had been increased during the year and Chet said insurance was currently \$668.50 per month.

Chet confirmed there was currently \$23,000 in the Reserve Account and Chet explained lenders liked to see at least 10% of annual operating expenses going to the Reserve account each year. After discussion it was agreed to discuss a special assessment later in the year to address specific projects and increasing the Reserve Account.

Carl made a motion to adjust the draft Budget to keep dues at the current level of \$700 per month, per unit and there would be further discussion at the Annual Meeting on May 14, 2021. Kelly seconded the motion and it was unanimously approved. Chet agreed to amend the Budget and circulate to the Board.

Chet agreed to inspect the stucco on the east and west side of the building and report back to the Board.

Carl said he would continue to maintain the flower beds and would be happy to have the help of volunteers.

Chet said the deck railings for all four units had been inspected and Red Mountain Logworks had submitted a bid for repair of railings at Units 2 and 3. The railings at Units 1 and

4 did not require work at the present time. The cost for the work at Units 2 and 3 was \$2,518.29, including tax and disposal of the old railings.

After discussion Kelly made a motion to instruct Red Mountain Logworks to complete the work on the deck railings of Units 2 and 3. Shane seconded the motion and it was unanimously approved. Chet said he would schedule the work with Red Mountain Logworks and the expense would be taken from the Reserve Account.

Chet said SealCo had submitted a bid for sealcoating the driveway and it was agreed small cracks would be filled by the owners and it was not necessary for SealCo to perform any work this year.

Chet agreed to schedule the boiler inspections.

At 1:40 pm Shane made a motion to adjourn the meeting. Carl seconded the motion and it was unanimously approved.

Prepared by Rob Harper,
Toad Property Management