

**MINUTES
MEETING OF THE BOARD OF MANAGERS
MERIDIAN LAKE PARK CORPORATION
TUESDAY, DECEMBER 17, 2024
4:00 P.M.**

Present by Zoom: Scott Winn
Hilary Kunz
Sherri Twilleger
Will Hamilton
Anne Cargill
David White
Alex Summerfelt, Toad Property Management
Bayliss Baker, Toad Property Management
Beth Appleton (legal counsel) – joined the meeting at 4:35 p.m.

Scott called the meeting to order at 4:06 p.m. and Alex confirmed a quorum.

Alex introduced Bayliss Baker who had recently joined Toad.

Will made a motion to approve the minutes of the November 19, 2024 meeting. Sherri seconded the motion and it was unanimously approved.

Alex explained construction plans had been circulated to the Board prior to the meeting. Alex said in the future all ACC review projects would be stored in individual files in the AppFolio software.

Alex confirmed 84 Slate Lane had completed the spreading of seed and completed work in accordance with their landscaping plan. The owner had requested the return of their Construction Deposit. Scott made a motion to refund the Construction Deposit for 84 Slate Lane. David seconded the motion and it was unanimously approved.

It was agreed dated photographs would be kept in the future to record work completed prior to a construction deposit being refunded. Noxious weeds were discussed and it was agreed a newsletter could be sent to all owners in the Spring to help owners identify the noxious weeds and how to treat the various weeds.

Plans for a small addition on the southern elevation at 299 Meridian Lake Drive had been submitted for work to start in Spring 2025.

Alex explained plans had been submitted for 30 Quigley Circle for a preliminary review. View corridors would be reviewed by Kent Cowherd, architect for the Association. Hilary suggested preparing a standardized review process for view corridors to make the process easier for future applications.

Kent Cowherd had reviewed the construction project at 73 Peanut Lane. The driveway location would continue to be monitored and Alex said he would write to the owner and contractor so the driveway location would be corrected prior to completion of the project and request for construction refund.

Plans for a moderate deck addition had been submitted for the southeast corner of 30 Wolverine Circle. Lot lines had not been indicated on the plans but it appeared the deck addition would be well within the lot lines and confirmation would be provided.

Beth Appleton, legal counsel, joined the meeting. Scott Winn recused himself and went into the Zoom waiting room.

At 4:40 p.m. Hilary made a motion to enter into Executive Session with legal counsel in accordance with C.R.S. 318-33.3-308(7). Sherri seconded the motion and it was unanimously approved.

At 6:06 p.m. Hilary made a motion to leave Executive Session. Anne seconded the motion and it was unanimously approved.

The Board discussed security improvements and multi-factor authentication on the Association email account.

At 6:13 p.m. Hilary made a motion to adjourn the meeting. Anne seconded the motion and it was unanimously approved.

Prepared by Rob Harper, Toad Property Management

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