

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**THURSDAY, MARCH 16, 2023**  
**9:00 A.M. VIA ZOOM**

**Present:**

- Janet Amelio
- Kitty Hasche
- Tracy Schwartz
- Jerry Mack
- John Hasche
- Kat Loughan, Toad Property Management

**Agenda:**

- Call to Order
- Proof of Notice
- Board Members Present – Confirm Quorum
- Approve Previous Meeting Minutes 03/7/23
- Financials
- Flood insurance
- Curb Appeal
- Exterior Painting

The meeting was called to order at 9:33 a.m. and Kat confirmed a quorum.

Kitty made a motion to approve the minutes of the March 16, 2023 meeting. Janet seconded the motion and it was unanimously approved.

Janet explained snow had been piled next to her carport and by her front door and ice build up was causing a problem as well as damaging the concrete. Janet said the snow pile needed to be moved immediately before it caused additional problems, such as flooding, as it melted. The previous snow removal company had also pushed snow into that area which was not a designated snow storage area. Janet stressed the snow needed to be moved immediately and she had not received a response from a complaint directly to the snow removal company. Kat said the weekend snowstorm had been significant and snow piles had built up significantly in the past week. Kat agreed to reach out to the contractor and have the snow removed to another location as quickly as possible.

Kat explained Toad had transitioned to an online accounting company instead of using a local accounting company. Kat said during the transition period there would be a slight delay but the new company had a much larger team than the prior company and the new company was making good progress on catching up. The revised financials for the 4<sup>th</sup> quarter would be available as soon as possible. Kat agreed to email current bank account balances to the Board after the meeting.

Kat said the insurance agent, Mountain West, was waiting for a response from Lloyds of London for the flood insurance renewal rate. Kat confirmed the renewal deadline was April 1<sup>st</sup> and said the agent was continuing to follow up with Lloyds and the agent expected to meet the April deadline. It was agreed the delay might cause problems for owners to come up with the funds for flood insurance within 10 days. As the Association would require reimbursement it was agreed Kat would draft a letter to owners

alerting them of the upcoming invoice although it would not be possible to advise them of the actual amount due. The Board would review the draft prior to the letter being emailed to owners.

Kat said Mountain West would have all insurance renewals ready by the April 1<sup>st</sup> deadline including Workman's Compensation coverage. Kat would continue to work with Mountain West.

Kat said an owner was now considering a wood or pellet stove as the gas company had not been able to assist. Venting must be out of the side of the building, not the roof, and approval would be required from the Board and John said it might also be necessary to contact the City. Kat agreed to contact the owner and request a modification form for Board review. It was generally agreed a pellet stove might be the only option. Kat explained the owner was also considering construction of a garage and approval from the Board would also be required. Kat said that owner had not responded to the email about curb appeal violations.

Kat explained the owner had not responded to recent Curb Appeal violation emails and phone calls at Cabin #2. Kat said she planned to put a notice on the front door of the unit and sticker the items. Kat explained fines could be levied but the motorbike, with expired plates, could not be towed. Kat agreed to continue to research options for cleaning up the porch and the areas around the cabin.

An owner wanted to replace the window trim in her unit and had sent an email. Kat agreed to reach out to the owner and ask for a modification form to be completed and submitted to the Board for review.

Kitty explained Erin was currently undergoing some health issues and not always able to participate in the meetings until that treatment was finished.

Kat said Mike of Complete Coverage had received the spreadsheet for exterior painting. The recent large snowstorm had delayed a response but Mike had confirmed the changes were acceptable and revised bids would be provided as soon as possible. The work would be performed at the earliest opportunity in April or May and the actual start date was dependent on weather. Kat would notify owners prior to the start of work on their units.

Kat agreed to follow up with the Toad crew and Charlie to make sure that everyone understood their landscaping responsibilities, including when water might be available from the ponds.

Kat confirmed she would circulate the revised Complete Coverage bids to the Board for review.

At 10:40 a.m. Kitty made a motion to adjourn the meeting. Jerry seconded the motion and it was unanimously approved.

Minutes respectfully submitted by:

**Rob Harper**

**Toad Property Management**