

**ELCHO IV TOWNHOMES ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, DECEMBER 7, 2023
11:00 A.M.
VIA ZOOM**

Present via Zoom: Tim Egelhoff
 Rick Bischoff
 Brandon Cvilikas, Toad Property Management
 Kat Loughan, Toad Property Management
 Erin Dicke, Toad Property Management

The meeting was called to order at 11:04 a.m. and Brandon confirmed there was a quorum. Notice of the meeting had been sent on November 9, 2023.

Rick made a motion to approve the minutes of the December 20, 2022 meeting as presented. Tim seconded the motion and it was unanimously approved.

Prior to the meeting a draft 2024 Budget had been distributed to the Board. Tim said extensive work had been done on the landscaping in 2023. The cost had been higher than anticipated and Brandon said he thought Toad would be able to perform the work at a lower cost. Rick said there had been a lot of work in the Spring as the initial cleanup of the land and everything had looked good for most of the Summer. The 2024 Budget for landscaping was \$2,000 and Brandon said he thought that would cover the ongoing maintenance of the landscaping. Tim said he would notify the previous landscaping contractor that they would not need to schedule work in 2024.

Tim made a motion to engage Toad Property to perform the landscaping and Spring cleanup. Rick seconded the motion and it was unanimously approved.

Tim said there was a new snow plow driver and plowing had already occurred a couple of times.

Brandon said Toad had finished building the small cover to protect irrigation controls from snow falling off the roof. Brandon said the cost of the work would be within prior estimates.

Tim made a motion to adopt the 2024 Budget as presented. Rick seconded the motion. Dues would increase in 2024 to meet the increases in operating costs. The 2024 Budget was unanimously approved.

Brandon confirmed the Association had approximately \$10,000 in the Reserve Account and \$4,273 in the Checking Account.

At 11:24 a.m. Rick made a motion to adjourn the meeting. Tim seconded the motion and it was unanimously approved.

Prepared by Rob Harper, Toad Property Management