

**HAWK'S NEST TOWN HOMES OWNERS ASSOCIATION
BOARD OF DIRECTOR'S MEETING
TUESDAY, APRIL 5, 2022 – 2:00 PM
VIA ZOOM**

Those present:

Carl Zander, Unit 3
Kelly Wilhelm, Unit 4
Chet Boyce, Toad Property Management

Chet called the meeting to order at 2:09 p.m. and explained that a quorum was not present. The Board chose to continue the meeting in an informational format.

Carl suggested that the Association not hold a separate Budget Meeting in 2023.

Chet said that it had been very challenging to find contractors in the current environment, but he had been able to obtain a bid from Peak View Stucco & Stone to fix the cracks in the stucco on the Hunter Hill Road side of Hawk's Nest. The total cost of the work would be \$11,300. Carl said that he had done some repairs to cracks in the stucco himself prior to the winter. He was not sure how durable his repairs would prove to be, but noted that the cost was significantly less than the bid from Peak View Stucco & Stone. Carl recommended waiting to see how his repairs were looking at the end of the winter before deciding whether to invest in the higher-cost option for stucco repair or use his DIY method for the other units. Carl said he would also share another potential contractor's contact information so that Chet could pursue a competing bid.

Chet said that Timberline had put Hawk's Nest on their list for late fall, but had had an unexpected labor shortage. Chet said that he would reach out to Timberline again in spring to have the work on the outdoor faucets scheduled.

There was some discussion of maintenance costs that needed to be accounted for in the 2022-23 Annual Budget. Chet said that the Hawk's Nest boilers had been inspected in October 2021, and Carl said that boiler inspections were only conducted every other year. Chet said that \$2500 was currently included in the Budget for boiler inspections.

Chet said that Unit 1 had identified a leak from the drain or the membrane under the decking that was dripping into the wall of the unit. Chet said that he had reached out to a contractor to troubleshoot and address the leak. It was agreed to leave the \$2500 budgeted for boiler inspections in the maintenance budget to help cover this cost if necessary.

Chet reviewed past Reserve Fund transactions and explained that some funds had been withdrawn from the Reserve Funds to pay for insurance and roof snow removal. Carl and Kelly asked that the Board President be consulted in the event that funds needed to be transferred from the Reserve Fund. Carl suggested an assessment to pay for the excess snow removal and replenish the Reserve Fund.

Kelly and Carl agreed to propose an increase in dues to \$850 per month, with a dedicated line item for contribution to the Reserve Fund, and to institute an assessment of \$2600 per unit, with \$600 per unit going towards the snow removal and \$2000 per unit going to the Reserve Fund.

Chet said that he would circulate an email to the Board with the proposed changes to the Budget, and it would be possible to approve the budget at the Annual Meeting.

The meeting ended at 2:48 p.m.

Prepared by Rob Harper,
Toad Property Management

DRAFT