

PLAZA at WOODCREEK CONDOMINIUM ASSOCIATION

Plaza HOA Board Meeting

Wednesday, November 16, 2022 4:00 PM - 5:30 PM (MDT) - GoToMeeting

Minutes

The following Directors were present and acting:

Thor Hoppess	President	Term expires 2023
Mary Mannix-Decker	Treasurer	Term expires 2024
Philip Miron	Board Member	Appointed Term expires 2024
Linda Engelhard	Board Member	Term expires 2025

Absent

Allen David	Board Member	Appointed Term expires 2024
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CBMR Present

Bill MacFarlane	Senior Director of Lodging
Phil Hildreth	General Manager
Jared Martin	Assistant Property Manager (Vacation Rentals)
Dawson Stucki	Building Maintenance Manager

Call meeting to order and establish a quorum

- Thor Hoppess called the meeting to order at 4:07pm and a quorum was established with 4 of 5 members present. Allen David was absent at the start of the meeting.

Approval of Past Meeting Minutes

- March 22, 2022 and June 14, 2022
Motion – Philip Miron motions to approve March 22, 2022 and June 14, 2022 Board meeting minutes.
Second – Linda Engelhard seconded.
Vote – 4-0
Resolution – Motion passes unanimously.

Manager Financial (as of September 30, 2022) and Capital Report – See Meeting Packet.

- Bill MacFarlane reviewed financials as of September 30th and noted October just closed so updated financials will be sent to Mary and the rest of the Board for review.
- Bill noted that there is only one owner with a significant past-due account now.

Old Business

- CCIOA Mandatory Policies Updates
 - Collection Policy
 - It was noted that interest will compounded from month to month.

- **ACTION ITEM:** Bill will reach out to Altitude Law once this policy is approved (Collection Policy) to inquire about filing a lien for Plaza #132's past-due HOA account. Bill noted he has all communication to this owner saved for documentation purposes.

Motion – Mary Mannix-Decker motions to adopt Conduct of Meeting Policy, Collection Policy, and Covenant Enforcement Policy.

Second – Linda Engelhard seconded.

Vote – 4-0

Resolution – Motion passes unanimously.

- Capital Projects
 - Dawson noted stair capital project is moving along but weather has hindered project slightly. Concrete will be poured next week weather permitting.
 - Dawson noted that five balconies were repaired this summer. More will be completed in the spring.
 - Mary inquired about fireplaces that didn't pass inspection. Dawson noted that he is waiting on the report. It was noted that homeowners are responsible for fixing their fireplace. Chimneys would be the HOA's responsibility.
 - **ACTION ITEM:** Dawson and Bill will call fireplace inspector to get report ASAP so CBMR can notify those owners that did not pass.
- Iron Horse Marketing Payments
 - Bill MacFarlane noted that the HOA does owe Iron Horse funds from last year.
 - **ACTION ITEM:** Bill will follow-up with Mallory Wright on how much the Board still needs to pay Iron Horse for last year.
- Annual Wood Policy
 - Board has already decided on supplying one balcony supply of wood for each owner, then charging owners for additional supply. This was voted on in the March 22, 2022 meeting.
- Hourly Rate Increase Notice
 - Rates will be raised for CBMR maintenance and housekeeping labor starting January 1, 2023. New rates are in the meeting packet.
 - Phillip Miron is concerned that this raise in rates will affect the current budget. Thor would like any increases in rates to be written into the association agreement moving forward.
 - **ACTION ITEM:** Bill MacFarlane will put together a comparison of hourly rates for maintenance and housekeeping over the term of the AMA.
- **ACTION ITEM:** Phil Hildreth and Bill MacFarlane will work with Thor Hoppess on another newsletter to all homeowners informing them of new firewood policies, etc.

New Business

- Mary Decker inquired about when the new budget will start being drafted. Mid-January would be the start of the draft for the new budget.
- Mary Decker has a call with the auditor tomorrow, 11/17, and will update Board and CBMR with pertinent info.

Establish Next Meeting Dates

- January 24, 2023 – 3:30-5:00pm
- March 21, 2023 (Budget) – 3:30-5:00pm
- April 25, 2023 (Annual Meeting) – 3:30-5:00pm
- June 27, 2023 3:30-5:00pm
- October 24, 2023 3:30-5:00pm

Adjournment

Motion – Mary Decker motions to adjourn.

Second – Linda Engelhard seconded.

Vote – 4-0

Resolution – Passes unanimously.

Meeting adjourned at 5:18pm MDT