

Dec 2017 Colonial Gardens Homeowners Association Board Meeting Minutes

12/28/2017 held at Golden Spike Realty Office at 9am

In Attendance:

Allison Williams

Aaron Eames

Sam Sessions

Kaitlyn Linford (HOA Management)

1. Review and acceptance of previous board meeting minutes. All board members accepted.
2. Financials: It was found by Kaitlyn that HOA of Utah's final closing of the account fees were there standard fees for their regular monthly fee, preparing all the documents to be transferred, and closing the bank account. The board felt this fee was high and asked for a letter to be drafted in response to the fee. Account Balances, Account Register, Profit & Loss were all reviewed and accepted. The 2018 budget was then reviewed and board members requested a few changes before accepting. The budget will be adjusted and sent via email for acceptance and then sent to all owners. It was also requested to include an ARG financial statement of owners behind at each meeting. Delinquent accounts were discussed and board was told of what owners were doing to get caught up. These accounts will continued to be watched to ensure they get caught up.
3. Board reviewed and approved all invoices to be paid.
4. The board reviewed an updated version of the Rules and Regulations. The board requested some changes be made. Changes will be made by Kaitlyn and sent via email for approval and then distributed to all owners.
5. ACE trash contract was reviewed and accepted by all board members.
6. Roofs: Discussion of the roofs and how to pay for them. Funds are needed to replace them as there is not enough in the reserve account to pay for all the replacements. Kaitlyn gave all board members different options on how to pay for roofs; including using any funds in reserve, special assessment, and raising dues. The board decided on two options. Kaitlyn will write up options and send to board for approval. Once approved they will be sent out to all owners to vote on via absentee vote.
7. Maintenance:

- a. Light fixture near garage was repaired by electrician.
 - b. Repair to electrical wire hanging too low over garbage cans was also fixed.
8. Property Inspection:
- a. 11/17- inspected grounds, found no major damages that need repair. Inspected broken window of Unit Y-(already noted via phone call with owner). Will watch to confirm repair is made. Fall clean up not completed-will talk to landscaper and see when it will be completed.
 - b. 11/30/2017 Fall clean up completed. No cars in visitor parking at time of visit. No dog messes found in common areas.
 - c. 12/10/17 No cars in the visitor parking area. Grounds were clear of debris or clutter, some dog mess in common grounds but not able to tell from which unit. Electrical cord that was in the way of the garbage can removal was fixed and wrapped around the adjoining cords.
9. Owner Requests: The occupant in Unit Z had a pet request about her sons dog being on the grounds 1 day of the week. The board approved so long as no residence make complaints and the pet rules are followed.

The meeting was adjourned at 10:43am. Next board meeting to be held in February at Golden Spike Realty Sunset Office.