

Wandermere Estates HOA
Board of Directors Meeting Minutes

April 28, 2020

Called to order at 7:05pm

❑ Roll Call & Proxy Count to establish a Director Quorum

- ❑ Board Members in Attendance: Dan Healey, Martin Hurd, Russ Lee, Janet Green, Hugh Smith

❑ Virtual Board Meeting:

- ❑ Due to the restrictions surrounding COVID-19, the owners meeting was postponed and the board met via video conference to discuss the open board positions, summer projects and contracts as well as what arrangements need to be made in order to hold an owners meeting later this year.

❑ Board Positions:

- ❑ The following board member terms have ended: Dan Healey, Edward Dawson. The membership had 1 nominee for the open positions: Janet Green. Motion, seconded and passed to have Janet Green fill one of the open positions. The second position will be filled at the owners meeting later this year.

❑ Officer Positions:

- ❑ Marty motioned to have Hugh fill the president position. Hugh declined the position and motioned to have Marty fill the position. Janet seconded the motion and it was passed unanimously.
- ❑ Marty motioned to have Russ hold the treasurer position with Janet working closely with him to get familiar with the financials. Motion was seconded by Hugh and was passed unanimously.
- ❑ Marty motioned to have Hugh hold the Vice President position. The motion was seconded by Janet and passed unanimously.
- ❑ Marty motioned to have Janet hold the secretary position. The motion was seconded by Hugh and passed unanimously.

❑ Letter From Owner- Nail Salon:

- ❑ The Board received a letter from an owner asking to operate their nail salon business out of their home. The board discussed the proposition and weighed the different perspectives in the situation. Based on the CC&Rs the Board determined that the request will be denied.

☐ **Landscaping:**

- ☐ Concrete Curbing- there was damage to the curbs during the 2018-2019 snow season. 4 Degrees will work on getting updated bids to have the needed repairs performed.
- ☐ Street Sweeping- Hugh will work with 4 Degrees to arrange for street sweeping.
- ☐ Debris falling on sides of hill- Hugh will work with Jerry Kostelecky to evaluate and recommend to the board potential courses of action to remove and then contain the rocks/dirt falling into the street on the east side of both Copper Canyon Lane and Wandermere Estates Lane. Requesting of bids will follow an agreed course of action by the board.
- ☐ Swale on corner of Quartz In and Copper Canyon- A water meter is needing to be installed for this swale so sprinklers can be properly set up. 4 Degrees will look into the costs for having this done.
- ☐ Basalt Rock- Jammin gave a bid to have basalt rock to be spread on the south side of quartz Ln. The bid was accepted by the board.
- ☐ Drainage Swales by golf course- There is a low spot in the drainage swale by the golf course that causes flooding. Jammin gave a bid to install rock to help with the flooding. The board decided to table this until the other projects are complete.
- ☐ Committee Heads: Russ agreed to oversee the winter projects. Hugh agreed to oversee the summer projects.

☐ **Fiscal Year**

- ☐ 4 Degrees will adjust records to reflect the fiscal year as January through December.

☐ **Census**

- ☐ The association is due for its tri-annual membership census in compliance with HUD over 55 regulations. 4 Degrees will send letter/email to membership requesting required documentation of over-55 resident for each existing home, as well as homes under construction. New documentation is required of each/every home. 4 Degrees will include deadline for homeowner documentation and will follow up as needed for non-responses.

☐ **Audit**

- ☐ The association is due for a Financial audit. 4 Degrees will recommend an auditor and timeline, and will proceed with final board approval. 4 Degrees will work with Russ and Janet.

❑ Reserves Study

- ❑ The association is due for an update to our Reserve Study. 4 Degrees will recommend a vendor and timeline to execute the study with final board approval. 4 Degrees will work with Russ and Janet.

❑ IT Support

- ❑ 4 Degrees will develop and execute a contract with Mark Sandall for IT support. The contract should include term of contract, annual fee and included standard services, plus rates for over and above services. 4 Degrees will work with Marty.

❑ Thank you!

- ❑ There was a warm thank you given to Dan for his years of service on the board. His calm leadership and diligent work to better the community is greatly appreciated.
- ❑ There was a warm thank you given to Ed for his years of service on the board. His dedication to the community is greatly appreciated.

Meeting adjourned at 7:53pm