

**Wandermere Estates HOA**  
**Board of Directors Meeting Minutes**

**October 6, 2020**

**Called to order at 10:05 am**

**☐ Roll Call & Proxy Count to establish a Director Quorum**

- ☐ Board Members in Attendance: Martin Hurd, Russ Lee, Janet Green, Hugh Smith

**☐ Virtual Board Meeting:**

- ☐ Due to the restrictions surrounding COVID-19, the board met at the 4 Degrees office and owners were able to join virtually

**☐ Previous Meeting Minutes:**

- ☐ Marty motioned to approve. Hugh seconded the motion. The motion was passed unanimously

**☐ Budget Review & Reserve study update:**

- ☐ An update to the reserve study was completed in September (a copy can be found on the website).
- ☐ The study calls for \$69,000 per year in reserves, currently at only \$18,000
- ☐ In order to follow the recommendations the board is proposing that the assessments be increased from \$100 per month to \$140 per month.
  - ☐ 4 Degrees will send a letter to the homeowners announcing the increase

**☐ Landscaping & Snow removal:**

- ☐ Jammin will continue with the landscaping contract, with an updated landscape map provided by 4 Degrees.
- ☐ Updating the scope of work for snow removal and will give to Straightline who has the current contract if they wish to continue the contract. If not 4 Degrees will send out for bids.
- ☐ Jammin is working on cleaning up the rock and debris that has fallen into the street on Copper Canyon and Wandermere Estates Lane.
- ☐ Street sweeping will happen in spring once bids have been obtained and approved

❑ **Census**

- ❑ All owners were sent the census paperwork
- ❑ 4 Degrees is receiving paperwork and reviewing. Will continue to reach out to owners who have not sent paperwork back.

❑ **Audit:**

- ❑ Contracted with Magnuson McHugh and Company for 2017 Compilation and will continue with 2018 Compilation, a full 2019 Audit, and a 2020 compilation.

❑ **New Association Manager:**

Christine Whitley will no longer be the point of contact for owners, the new manager will be Jenna Niles. Alexa Munson and Monique Stark will continue to be involved as well.

- ❑ Jenna Niles  
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❑ **2020 Annual Meeting & Open Board Position**

- ❑ With covid restrictions still in place it is unlikely that the association will be able to meet in person, so the meeting will be virtual.
- ❑ The meeting is planned for 12/14/2020 and voting will be held by mail.
- ❑ There is an open board position
  - ❑ 4 Degrees will send out a call for nominations via email and mail. All nominations should be returned to 4 Degrees by 10/31/2020.
- ❑ Russ announced that he is moving out of the association and will no longer be able to serve on the board after this meeting
  - ❑ The board appointed Margie Warner to serve for the remainder of Russ' term (April 2021).
  - ❑ Janet will take over as treasurer, while Margie will be the secretary.

**Meeting adjourned at 10:36am**