

## Emergency HOA 46-a Board Meeting Minutes

An emergency Board of Directors was held on October 29, 2020 to review and discuss the revisions to the 2021 proposed budget. An emergency was needed as the timing of the revisions and the availability of BOD members was unknown.

The meeting was called to order by Mike at 3:00 pm. Present were Ron, Larry, Bo, Julie and Bob, with Ron via teleconference.

### Items discussed:

- There is still some conflict on the patio roofs that have been replaced and/or repaired. Ron will continue to work with Craig to determine exactly which roofs have been done and invoiced and get back to us & Bob so we can adjust the budget if needed. It appears that some invoices may have referred to incorrect repair addresses.
- A review and discussion was done to each line item in the revised proposed budget. There did not appear to be any changes in amounts at this time. In discussing the various line items, there was some discussion of repair issues that could affect the budget.
- Ron brought up some peeling paint in his rounds reviewing roofs. He will send an email to Craig to look into this – as we still have a “hold back” to GPS for painting and does there need to be any touch prior to releasing this final payment.
- For budget line item 4080 (reserve) there is an increase in budget from \$19,080 (2020) to \$26,160 (2021). However, it was discussed that the board look at transferring any surplus at the end of the year directly to the reserve.
- The BOD has asked Bob to provide the BOD treasurer with a quarterly back-up via flash drive. The BOD understands that the back-up will be in Quick Books format. Bob also indicated that he had a name of someone that could possibly be a back-up in case Bob was incapacitated. He will verify with this individual if they are still interested and get back to the BOD.
- The Reserve Fund committee has not concluded their recommendations and it was determined that an additional meeting would be needed between the

upcoming November meeting and the next scheduled meeting in February 2021. It was suggested that a January 2021 meeting be held. Date to be determined.

The Emergency Board of Directors meeting was concluded at 4:08 pm. A closed Executive session followed to discuss employee/contractor's performances of:

- Property Maintenance Management
- Accounting
- Landscaping Management

Minutes taken by Julie Anderson & Larry Hanken

Larry Hanken 11/5/20