

**Red Cedar Canyon Townhome Association
Board Meeting: RE: Monthly Meeting
Monday, November 20, 2023, 12 noon
Zoom Teleconference**

The monthly meeting minutes are subject to review/approval by the board of directors (BOD) at the next meeting.

The BOD and MJF held an Executive Session prior to the open meeting. Afterwards, the BOD meeting started.

The Monthly BOD meeting of the RCC Townhouse Association (RCCTA) was held via Zoom. Dave Preller (DP) called the meeting to order at 12:16 pm. Board members present: Karen Cullum (KC,) and Karen Mackesey (KM.) Property Manager, Matt Fee (MJF,) was present. Homeowner Janet Quinto (JQ) was in attendance.

1. Approval of Meeting Minutes

There were no October meeting minutes as it was a BOD budget and contract workshop.

2. Agenda Approval

KM motioned; KC seconded to approve the November 20, 2023, agenda as written. Motion carried.
(Agenda attached.)

3. President’s Report

DP introduced JQ. She presented a brief history/mission behind sustainable landscaping. Each year, the HOA spends a tremendous amount of money on RCCTA landscaping and maintenance. This includes, but not limited to: mulch replacement, mowing fuel, irrigation usage, irrigation maintenance, fertilizer, labor, etc.

JQ noted, February 2024, the Garden Club will feature a local arborist to speak on the topic. Phipps Center will be hosting the event; the public is invited. The BOD and JQ discussed inviting the arborist to speak at a future meeting. Sustainable landscaping involves creating larger, natural groundcover areas requiring less maintenance and obviously, less cost. This alleviates the constant outlay of mulch expenses, and at the same time, reduced other landscaping expenses.

The BOD discussed board positions. **KM motioned; KC seconded to continue with the current President of DP and Member-at-Large of KC. KM will fill the Treasurer position. Motion passed.**

DP will prepare a short ‘**snowplowing expectations;**’ it will be published on the website. Costs of snow management increase tremendously when RCCTA runs out of ‘real estate’ for snow placement. Removing snow and using blowers can cost thousands of dollars. The BOD tries to minimize the need for this service.

4. Treasurer’s Report

KM presented the financial report.

	October 2023 Financials Reported Out on:		September 2023 Financials:	
	November 20, 2023		<u>October, 2023</u>	
Checking Account:	\$	24,882	\$	20,287
Savings Account:	\$	10,082	\$	9,082
Reserve Fund (net)	\$	562,856	\$	549,451
Reserve Fund (gross-w/insurance \$)	\$	1,296,607	\$	1,283,202

The Reserve Fund (with insurance) is still earning investment interest. RCCTA owes Brian Pechacek \$53k, plus \$600k (addendums BP requested from insurance company.) We are waiting for the contractor’s invoice. **KC motioned; KM seconded to approve the Treasurer’s Report as presented. Motion passed.**

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5. Manager's Report

Top Dawg completed the brick repair/maintenance and cement project. MJF reviewed areas and approved the project. Snow plowing will be charged back \$1,230 for damage. DP interjected if residents see damage on bricks, retaining walls, etc. which is created by snow plowing, garbage trucks or someone else, to take a picture and send it to MJF. Waiting until Spring to point out damage might be too late.

Fall clean-up has been completed.

KM asked for verification on Cory Rose's (CR) lawn/snow contract. RCCTA receives one sidewalk edging, only BOD approves pushbacks, regular salt for ice and CR decides if damaged areas are seeded or sodded.

Currently, waiting for Abrahamson's to complete the retaining wall project.

6. Old Business

RCCTA needs two more HOA BOD members; no homeowners have expressed an interest in serving. There must be a minimum of three members to approve motions; two more members would bring 'fresh eyes/ ideas' to the HOA. Typically, tasks at hand can be resolved via email and/or short Zoom meetings. If interested, please notify MJF with your desire to serve your community.

7. New Business

Mulch versus continuous, sustainable landscaping discussed during the JQ discussion.

The BOD will NOT meet in December 2023. The next BOD meeting will be via a January 2024 Zoom meeting. Due to scheduling conflicts, an exact date has yet to be determined. It will be noted on the website when selected. **KM motioned; KC seconded to adjourn the meeting. Motion passed.** The meeting adjourned at 1:04 pm.

Respectively submitted,

Karen M. Mackesey
Red Cedar Canyon Townhouse Association, Treasurer

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RCCTA EXECUTIVE BOARD MEETING AGENDA

Type of Meeting: Regular, Monthly Board
Meeting Date: November 20, 2023
Location: Zoom
Call to Order: 12:15 pm

Executive Session of Board: 12:00 pm – 12:15 pm (closed to guests)

- 1.0 Call to Order – 12:15 pm
- 2.0 Roll Call
- 3.0 Approval of Previous Meeting Minutes
- 4.0 Approval of Meeting Agenda
- 5.0 Reports
 - 5.1 President’s Report
 - 1. Roof Repair – recoverable depreciation payment
 - 2. Retaining walls, sidewalks – status?
 - 3. Fall Clean up – complete? acceptable?
 - 4. Officer’s elections
 - 5.2 Treasurer’s Report
 - 1. Financial Report Out
 - 2.
 - 5.3 Manager’s Report
 - 1. Updates
 - 2.
- 6.0 Old Business
 - 6.1. BOD vacant positions
 - 6.2 Handyman services – potential vendors
- 7.0 New Business
 - 7.1. Mulch vs. continuous, sustainable garden growth alternative
- 8.0 Homeowner Input/Open Forum
- 9.0 Next Meeting Date and Time – January 2024; Zoom
- 10.0 Adjournment

Important Dates to Remember: