



Board of Directors Meeting Minutes  
March 28, 2019 – 6:30 PM

A meeting of the Elk Run SFOA Board of Directors was held at 6:30 PM on March 28, 2019 at 265 Columbine Court.

**ATTENDEES**

Anne Grice, President; Erin Fetter, Vice President, Carl Hostetter, Secretary/Treasurer, Doreen Dunlop, Board Member.

**APPROVAL OF MINUTES**

A motion was made, seconded and passed to approve the Minutes of the Monthly Meeting of February 11, 2019.

**FEBRUARY NOTICE TO HOMEOWNERS**

Thirteen homeowners returned emergency contact information sheets. The notice also included a copy of our annual financial report as prepared by our accountant. It was agreed that this information sheet should be sent every year.

**FINANCIAL REPORT**

Accounts receivable as of the meeting date were \$6,613.60. A reminder letter with a copy of the 2<sup>nd</sup> quarter invoice will be mailed to those with email addresses. A warning letter will be sent to all accounts past due as of April 30, 2019. The bank balance as of 3/28/2019 is \$14,136.57.

**PAYMENT DUE DATE:** The Board in favor of adding payment due date language to the quarterly invoices commencing April 1, 2019 as follows; "Assessments are due on the first (1st) of each quarter. Any assessment not paid in full within thirty (30) days of the due date shall incur a late fee of 10% per annum. Any payment not paid within sixty (60) days of the due date shall be subject to a lien position against the property and additional assessments for legal fee and other costs associated with such proceedings."

**IRRIGATION RFP:** Proposals were received from; Hanging Valley Irrigation, Wolfe Ridge Landscaping/Irrigation and Aspen View Landscaping. A motion to award the contract to Hanging Valley Irrigation was carried by unanimous consent through email votes on 4/2/2019.

**LAWN CARE RFP:** Proposals were received from Greenscape LTD, Aspen View Landscaping, Nakagawa and Wolfe Ridge Landscaping. A motion to award the contract to Greenscape LTD was carried by unanimous consent through email votes on 4/2/2019.

**COMMON AREA TREE EVALUATION:** Earlier this month a tree limb from a common area tree fell on property located at 330 Roaring Fork Court. There was no property or bodily damage, therefore Liberty Insurance would not proceed with a claim. The property owner removed the limb. The Board approved a proposal to have Belinski Tree Care evaluate all the common area trees in order to establish a long term maintenance program.

**WEBSITE SECURITY:** If and when we establish a payment portal on the website, it will need to be secured with an SSA Certificate. GoDaddy quoted \$320 for 2 years.

**SHORT TERM PROPERTY RENTALS:** There was a discussion over the concern of non-owner occupied short term rentals based on a property recently listed for sale which advertised the ability to rent short term. Short term rentals are prohibited in our Covenants. The listing realtor was asked to correct this as well as the quarterly dues assessment that was listed as \$60 per quarter. The Board is comfortable with owner-occupied seasonal rentals as long as street parking does not become a problem for neighbors.

**ANNUAL MEETING:** Our annual homeowners' meeting has been scheduled for Wednesday, September 18, 2019 at the Basalt Town Hall at 7:00 pm. Agenda to be determined and communicated to all homeowners.

**BOARD MEETING:** Our next board meeting is scheduled for Wednesday, September 11, 2019 at 527 Park Circle at 6:30 pm.