

ELK RUN

SINGLE FAMILY OWNERS ASSOCIATION

ANNUAL MEETING

Minutes

October 12, 2023 at 5:30 pm

1. Donna Grauer called the meeting Call to Order at 5:35
2. Wendy confirmed that we did not have a quorum. 19 members attending are required for a quorum but only 16 were present including proxies.

6 owners Attended the meeting virtually : Doreen Dunlop, Sandra Klausman, Donna Grauer, Kyle Pimentel, and Mark Murphy. Amanda Gaube joined at 6PM

10 Owners submitted proxies were

Arenella, Robert

Cramer, David and Jenifer

Fetter, Erin & Todd

Groos, Nick

Lofaro, Richard and Lindsay

Lund, Ron & Kaye

Lyons, Stephen

Satterfield, Sean and Ashley

Stengel, Alan

Warble, Eric

The Chair confirmed that no vote could be taken nor the regular order of business. Since the only vote that would have been required was for the Board member replacement this was moot since we did not have anyone nominated so it .

The Chair continued with the portion of the meeting that did not require any votes.

3. A brief discussion ensued on an update on Board of Directors and Review of Board Achievements in 2023
 - a. Current Board, 3 year Terms
 1. Donna Grauer – Term Expires in 2024
 2. Wendy Jonon – Term Expires in 2024
 3. Amanda Gaube – Term Expires in 2023Amanda was recognized for her 3 year work on the Board. Both Donna and Wendy thanked her for her unique perspective... in a good way, Doreen agreed. Donna noted that Amanda had a minimalistic perspective. Wendy said that she was a great sounding board.
 - b. Wendy assumed responsibility for working with common area contractors which was previously managed by Anne Grice.

- c. Board met several times since the last annual meeting. All minutes are available on the <https://elkrunsfoa.com> web site.
 Focused on tree mitigation, cost increases and best practices for landscape and irrigation
 Adoption of [Responsible Governance Policies](#) at October 7 2023 BOD meeting.
 The Chair discussed the Colorado statutory requirements for these policies since 2015.
 The current board could not find any record of adoption of the 9 required policies. After much review and preparing a draft, the Board had the draft reviewed by counsel (Tim Whitsitt). The linked document is his version.
 - d. Updated homeowner contact information using google form. 50 out of 75 homeowners have completed the updated form to date.
4. [Treasurer's Report & Annual Budget 2024](#) The Board of Directors approved the annual 2024 budget at the Oct 7 board meeting. There will be no change in the assessment to Homeowners.
 - a. The Chair noted that the 2023 estimated loss of \$5,371 was largely related to the decision to complete the tree mitigation as well as irrigation equipment challenges.
 - b. The 2024 budget anticipates bundling irrigation and lawn care to see if efficiencies and improved quality of common areas can be achieved.
 Doreen asked if any improvements were included in lawn care. Wendy noted that the budget included mowing, leaf removal
 - c. Doreen asked about receivables. The Board was pleased to report that the owners are doing a good job of paying dues and there are no active liens. Ellen Knous our accountant does a good job of reminding owners who are late in paying.
5. **Common Area Maintenance - Wendy Jonon**
 - Trees update – All scheduled tree maintenance was completed in spring of 2023. ~~Town of Basalt required 4 trees (with specific minimum sizes) to be planted to mitigate for trees that were removed over the last few years. TOB agreed these could be planted on homeowner lots. Two homeowners have completed planting of required trees to date and have been reimbursed up to the lesser of \$300 or the cost of the new tree.~~
 - Backflow test was performed per town code and all 6 Zones were certified in August.
 - Common space lawn and ground maintenance costs were closely managed this year to keep the grass healthy and mowed without over spending. Leaf removal is a continuing discussion with Greenscape to optimize timing to keep costs down.
 - Irrigation repairs and maintenance this year were higher than budgeted due to aging infrastructure and old technology. We are also looking at bundling lawn maintenance with irrigation to determine if this would not result in savings as well as better management.
6. The Chair asked for community input but none was received. With that the Chair suggested that the meeting adjourn to watch the football game. Kyle and Doreen motioned and seconded.
7. The meeting adjourn at 5:48.