

Elk Run Townhouse Owners Association
PO Box 30520
Flagstaff, AZ. 86003
Ph. 928-779-4202 /FX 928-776-0050

ANNUAL MEETING

Meeting Date: *Saturday, August 20th, 2022*

Time: *9:00 AM*

Meeting Place: Continental Country Club Conference Room

Agenda

- I. Call to Order – President: 9:00 am
- II. Establish Quorum & Approve Agenda: directors present: Rodney Holmes, Andrea Schulte, Paula Gressman; Ted Wojtasik/property manager; Lynn/motion to approve agenda; Paula/seconded; all approved; motion passed
- III. Approve Minutes – June 27th, 2022 and August 21, 2021: Paula/motion to approve minutes; Andrea/seconded; all approved; motion passed
 - a. Financial Review – Ted Wojtasik: reviewed year end 2021 balance sheet
July 2022 Financials: reviewed income and debts to date including projects that still need to be charged to accounts once completed/Goodwin Circle road project, painting (delayed due to rain)
- IV. Committee Chair Reports:
 - a. Rodney-Project overview, Standards & Compliance: covered in financial review discussion section and below
 - b. Paula-Landscape, Retaining Walls, Snow Removal: covered in financial review discussion section and below
 - c. Rodney: Buildings, Garages, Decks: covered in financial review discussion section and below
 - d. Lynn: Communication, Newsletter, DYK, etc.: Lynn is completing her board position but will continue to manage the community website, DYK articles and display box projects
 1. Deck Replacement Project – Updates
 - a. Simply Voting Email Ballot: Currently 61% in the affirmative, need 67%, vote closes September 15th with board efforts to follow to encourage HOAs who have not voted to complete that process
 2. 2022 Community Projects – Updates
 - a. Goodwin Concrete Project: project completed with modification of the speed bump to a speed hump to be completed this week
 - b. House Painting / Siding Repair Project: will be initiated as soon as the rain stops
 3. CCC Updates: General update and discussion

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- V. Introduction of Director Candidates: Nora Mandel is the only candidate who submitted a letter of interest for the two open board positions; She is unable to attend this meeting due to a family emergency. The board indicated to HOs present that an additional position is open until filled and to contact Ted Wojtasik if interested to the open position.
- VI. Announcement of Election Results and Introduction of New Board of Directors: Nora Mandel is the only candidate who submitted a letter of interest for open board positions; She is unable to attend this meeting due to a family emergency; Nora will be a member of the board going forward.
- VII. Open Forum - Member opportunity to address the Board (5 minute limit):
- Helen Hopkins/2298 Earle:** presented information from the city that the HOA needs to provide HOs with written permission to move forward with deck projects before asking the city for a permit as the HOA owns the land while the HO owns the home and the deck is part of the home; Helen also expressed concerns that damaged/degraded parapets have not been repaired; Ted/indicated that parapets that need to be repaired will be addressed during the house painting process that has been delayed due to ongoing rain*
- Joyce & Jim Boatsman/2406 Earle***
- Liz Taylor/2382 WP***
- Terry Smith & Jane Tynes/2323 WP***
- Gayle Harris/2378 Earle:** question about landscaping; described an area in her yard that was filled with mulch that washes away as well as additional areas of concern; she has a video to reflect areas of concern; back wall collapse; Ted indicated that a culvert will be installed and add landscaping as needed to address those issues; additional retaining walls will be surveyed and addressed as needed*
- Tom Miller/4005 Goodwin***
- Nancy Peterson (Cheknis)/4030 Goodwin***
- Susan & AJ McCartan/2504 WP***
- Bob & Carol Edmonds: 2416 Earle***
- Jim Raftery/2462 Earle:** During presentation of the financial report, Jim presented concern that a reserve study report was not a part of the annual year end HOA document; following discussion: Paula/motion for completion of a reserve study by the end of the year with consideration of a partial reserve study in the early fall; seconded/Andrea; all approved; motion passed*
- Jeff Levine/2344 Earle***
- General discussion:** concern as to the large hand-painted sign that had been anonymously put up to indicate Earle Rd. HOs report that it may have been done as the current city street sign is very faded and many delivery companies are not able to find Earle Rd. for successful delivery. Ted will contact the local sign company to have a new sign made that will be installed/ put up by either Jeff or a willing HO.*
- VIII. Adjournment - **The Board of Directors will be meeting in Executive Session pursuant to A.R.S. Section 33-1804 (A) (1-5).** Rodney/motion to adjourn; Lynn/seconded; all approved; motion passed
- Following brief discussion and in the absence of new member Nora Mandel, the board determined that an executive session was not needed at this time.
- IX. Next Meeting: Monday, September 26th, 2022 at 3:30pm via Zoom conference**