

**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 19, 2023  
Meeting Time: Opens 9:55am – Meeting 10:00am  
Location: **Continental Country Club – Conference Room**  
**3280 N Oakmont Dr. Flagstaff, AZ 86004**

Topic: Elk Run Townhomes Annual Meeting  
Time: **Saturday, Aug 19, 2023 10:00 AM Arizona**

## **Annual Meeting Minutes**

- I. Call to Order – President; Rodney Holmes at 10:04.
- II. Establish Quorum & Approve Agenda: Directors present: Rodney Holmes, Andrea Schulte, Paula Gressman, Nora Mandel; Ted Wojtasik/Property Manager.
- III. Approve Minutes – August 20, 2022 Rodney moved to approve, Andrea seconded.
  - a. Financial Review – Ted Wojtasik: reviewed year end 2022 balance sheet.
- IV. Committee Chair Reports:
  - a. Rodney – Major project was the Goodwin Circle tree.
  - b. Paula – Landscape under normal cycle.
    - i. Snow event – if you need your driveway cleared, email Ted and let him know.
    - ii. Retaining walls are being repaired due to heavy snow this winter.
    - iii. Gutter cleaning will take place at the end of October into early November.
  - c. Rodney – Cycle continues for painting and maintenance.
    - i. List will be created with the annual/long term projects (such as roads, siding, roofs) as well as requests from individual homeowners. These lists will be presented at the monthly and annual meetings as well as being posted on our website.
    - ii. It was noted that the deck vote to move responsibility to the owners failed and the HOA will be maintaining decks going forward.

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iii. There was a request to communicate an increase in annual dues or a special assessment.

V. Introduction of Director Candidates: Lucas Christensen (31 votes), Rodney (25), Andrea (35), Jim Raftery (24)

VI. Announcement of Election Results and Introduction of New Board of Directors. Lucas Christensen will join the board and Rodney and Andrea will continue on the board.

VII. Open Forum - Member opportunity to address the Board (5-minute limit)

**Attendees:**

2320 WHISPERING PINES WAY	NORA MANDEL
2382 WHISPERING PINES WAY	ELIZABETH TAYLOR
2502 N EARLE DR	JAMES and SUZANNE CASEY
2462 N EARLE DR	JIM RAFTERY
2368 WHISPERING PINES WAY	ANDREA L. SCHULTE
2498 N EARLE DR	TIMOTHY M. THOMAS
2348 N EARLE DR	DAYNA P. SCHLANG
4036 GOODWIN CR	RODNEY HOLMES
4005 GOODWIN CR	TOM MILLER
2466 WHISPERING PINES WAY	MIKE and KAREN BARRON
2286 N EARLE DR	KEITH and SUSAN CALLAHAN
2298 N EARLE DR	HELEN HOPKINS
2308 N EARLE DR	LUCAS AND JILLIAN CHRISTENSEN
2310 N EARLE DR	BARBARA WADDELL
2378 N EARLE DR	GAYLE HARRIS
2406 N EARLE DR	JOYCE BOATSMAN
2416 N EARLE DR	CAROL J. EDMONDS
2332 WHISPERING PINES WAY	PAULA FISCHER-GRESSMAN
2288 N EARLE DR	ALBERT A. and SANDRA J. GALLUZZO
2310 N EARLE DR	LAUREL ANDREW

2378 N Earle – Gayle Harris: There continues to be a water issue during heavy rain and the culvert still needs to be installed. There is mulch instead of rock and stumps need to be removed. Wood remains from work done on retaining walls and there is a leak in the ceiling.

2406 Earle – Joyce Boatsman: Aspen roots need to be removed.

Response: Tree contractor will be present during the week of Labor Day to remove stumps and roots in addition to required tree trimming. Rock will be brought in to replace the mulch.

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2286 North Earle - Keith Callahan: Requested improved communication, particularly of scheduled repairs and maintenance. Noted the issues with the CCC bankruptcy. Also requested communication of what is being put on the website.

2498 N Earle – Tim Thomas: Presented a statement concerning work done during current painting cycle.

2466 N Whispering Pines Way: Karen Barron (Mike) – The fire wall is damaged with a vertical crack and stucco needs to be repaired. Mike would like to be part of a working group for finding contractors to do the work. Also requested an email with hyperlink (like CCC) to notify that there are updates to the website. Requested an update on the inspection on the hill behind their unit.

There is a Utility trailer stored in Whispering Pines Way. Response: There is a tow sticker on the trailer, and it will be removed.

2462 North Earle - Jim Raftery: there was damage done in the amount of \$1500.00 during this painting cycle. Follow up is needed from contractor and board.

A finance committee should be established to review interest rates and banking relationships.

2348 N Earle – Dayna P. Schlang: Asked if roofs can be cleared of snow. Response: safety issue makes this prohibitive.

2298 N Earle- Helen Hopkins: Noted there is a minimum 3 months to get contractors. Our minimum wage is much higher in Flagstaff, makes our costs much higher than other areas.

2382 NWP - Liz Taylor: Noted that contractor issues are serious due to heavy building within Flagstaff.

**VIII. Adjournment to General Board Meeting: Paula moved; Rodney seconded. Adjourned at 11:42**