

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

BOARD OF DIRECTORS MEETING
Meeting Date: *Monday, September 25th, 2023*
Topic: *Board Meeting*
Time: 3:30pm
Meeting Place: *via Zoom Conference*

Topic: Elk Run Townhomes Zoom Meeting
Time: Sep 25, 2023, 03:30 PM Arizona

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Meeting ID: 865 6294 0355
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Meeting Minutes

- I. Call to Order – President Rodney Holmes at 3:35
- II. Roll Call – Establish Quorum – Roll Call – Establish Quorum – Directors present: Rodney Holmes, Andrea Schulte, Paula Gressman, Nora Mandel, Lucas Christensen; Ted Wojtasik/Property Manager
- III. Approve Minutes – August 19th, 2023.
 - a. Motion to approve: Lucas Christensen Seconded by Rodney Homes
- IV. Financial Report – Ted Wojtasik
 - a. August 2023 Financials
 - i. Presented by Ted – no added discussion.
- V. Motion to approve: Andrea Schulte Seconded by Paula Gressman
(via management report)
 - a. Two homes sold.
 - b. No architectural submittals
 - c. Landscape and Maintenance
 - i. Gutter cleaning starts in October.
 - ii. Work proceeding at 2378 Earle to fix erosion issue.
 - iii. Current repairs: decks, roofs, wall between patio units, patio needing concrete work due to deterioration of railroad ties, woodpecker holes in chimney, sidewalk repairs, railroad tie walkway, retaining walls.

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iv. Need a plan for deck replacement due to high level of repairs required.

VI. New/Old Business

1. 2023 Community Repairs
 - a. Covered under prior category.
2. CCC Updates – no update, will remove in the future.
3. 2024 Draft Budget
 - a. Discussion of budget, assessment increase and projects for 2024.
 - b. Draft presented. Finance committee has requested to move items from operating to reserve expenditures so each area will have a line item.

VII. Open Forum - Member opportunity to address the Board: ***Please limit comments to 3 minutes.***

Attendees:

2382 WHISPERING PINES WAY	ELIZABETH TAYLOR
2502 N EARLE DR	SUZANNE CASEY
2462 N EARLE DR	JIM RAFTERY
2498 N EARLE DR	TIMOTHY M. THOMAS
2348 N EARLE DR	DAYNA P. SCHLANG
2308 N EARLE DR	LUCAS AND JILLIAN CHRISTENSEN
2310 N EARLE DR	BARBARA WADDELL
2360 WHISPERING PINES WAY	MAUREEN PISANO
2342 WHISPERING PINES WAY	LARRY D. and CAROLYN D. HAND
2390 WHISPERING PINES WAY	KIM EGITA
2301 WHISPERING PINES WAY	HWANG LLC
2430 WHISPERING PINES WAY	MICHAEL and KRISTIN M. HUFF
2390 WHISPERING PINES WAY	KIM EGITA

Kim Egita (2390 Whispering Pines Way) – Made deck repairs. She will submit the cost for required repairs.

Suzanne Casey (2502 North Earle Dr) – Can we decouple from CCC? Response: We are a subcommunity in the master plan so currently unable to decouple. However, if they dissolve or change the master plan it may be possible to decouple.

Barb Waddell (2310 North Earle Dr) – Requested the woodpecker damage on her chimney to be repaired. Also discussed a prior issue with replacing garage doors. Response: Ted will add her to the repair list for damage and will create a list for bulk replacement of garage doors as needed.

Debbie Shepard (2340 North Earle Dr) - Leak in upper bedroom is continuing. Wes Parker has provided a cost and will proceed with repairs when he returns to Flagstaff. In addition, requested that someone look at the security lights on stairs that may need bulbs or adjustment of the angle.

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Carolyn Hand (2342 North Whispering Pines Way) – Needles need to be raked between the buildings. There is a potential leak near the chimney. Also has two branches that need to be removed that fell last winter.

HWANG LLC – Hao (2301 North Whispering Pines Way) – Woodpecker issue.

Jim Raftery (2462 North Earle Drive) – Needs the damage caused by the painters to be addressed. Rodney will meet with Jim to review.

VIII. Adjournment - ***The Board of Directors will be meeting in Executive Session pursuant to A.R.S. Section 33-1804 (A) (1-5).***

Andrea made a motion to adjourn, Nora seconded. Adjourned at 4:22 p.m.

IX. Next Meeting: Monday, October 23rd, 2023, at 3:30pm via Zoom conference