

**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, March 28<sup>th</sup> 2022**  
**Topic: Elk Run HOA Zoom Meeting**  
**Time: 3:30pm**

**Join Zoom Meeting**

<https://hoamco.zoom.us/j/81794699692?pwd=d3BxbldPYkZaWnpkQ2h3OVlmZjhJUT09>

Meeting ID: 817 9469 9692  
Passcode: 178902

Dial by your location +1 669 900 6833

**Agenda**

- I. Call to Order – President: 3:30 pm
- II. Establish Quorum: Directors present/Rodney Holmes, Andrea Schulte, Paula Gressman, Lynn Spangenberg; property manager/Ted Wojtasik
- III. Approve Minutes – February 28<sup>th</sup>, 2022; motion to approve minutes/Paula; seconded/Andrea; all approved; motion passed
- IV. Open Forum - Member opportunity to address the Board: ***Please limit comments to 3 minutes***

Dean Gambino: 2014 Earle: Jeff did not replace rotten rails in November; would like them addressed as soon as possible; Jeff can be scheduled to do them or they can be addressed when that unit is painted in the summer painting cycle; pending Jeff's availability due to transportation issues, either he will complete the work or it will be done during the unit painting

Larry and Carolyn Hand: 2342 WP; no specific concerns

Qun Li: on zoom call but did not respond to requests for information or input

Adrienne: on zoom call but did not respond to requests for information or input

Suzanne Casey: 2502 Earle: no specific concerns

Jenny and Rick McElroy: 2324 Earle: no specific concerns

- V. Financial Report – Ted Wojtasik: details reviewed; available for HO review in the meeting agenda packet
  - a. February 2022 Financials: motion to approve financials/Andrea; seconded/Lynn; all approved; financial report passed
- VI. HOAMCO Report: Ted Wojtasik (via management report): no homes transferred, no ARC submittals, landscape maintenance starts 4/1; repainting of approximately 28 homes (May)/5-6 on WP/balance on Earle/complete homes on Earle that had been partially painted in 2018; Lynn requested that the entrance area stucco walls be painted (pending availability of paint); concrete work/curbs, garage skirts opening area of GC and repair work on pavers to entrance guest parking areas; general discussion of the tree on GC

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VII. New/Old Business

1. Deck Replacement Project – Updates: general HO and director conversation and clarification: if the proposal passes HO's can either elect to maintain (sanding/painting) their deck and rails or they can elect to replace the deck and rails with WeatherShield product (all colors (color code) and materials will need to be HOA approved products/this information will be provided too all HO's in the event the proposal passes); replacement will require an ARC submission and approval; all replacement work needs to be consistent with existing design
  - a. Membership Survey Update: results from the informal survey sent to HO's one month again have yielded the following results to date: 39 total responses; 31/39 support moving deck responsibility to HO's; 6/39 support a special assessment to complete deck replacement; 2/39 indicated a desire to do neither option; with limited support for a special assessment, if the proposal to move deck responsibility to HO's does not pass, the board will need to consider and potentially recommend a (20%) monthly dues increase for 3+ years to fund community wide deck replacement.
  - b. Simply Voting Email Ballot: motion to move forward with voting using Simply Voting Email Ballot/Rodney; seconded/Andrea; all approved; motion passed; Ted and Lynn will create a brief descriptive document to attach to the ballot; 67% community support is needed to pass the proposal; two choices yes or no to move deck responsibility to HO's; the company will send a test email (approximately mid-April); HO's will then receive an email ballot (late May); HO's who do not have an email address will be provided with a paper ballot; Ted will contact Simply Voting to initial the process; HOA attorney will review the ballot prior to sending it to HO's

VIII. Adjournment - ***The Board of Directors will be meeting in Executive Session pursuant to A.R.S. Section 33-1804 (A) (1-5).*** 4:29 pm; motion to adjourn/Rodney; seconded/Paula; all approved; motion passed

***IX.*** Next Meeting: ***Monday, May 2nd, 2022 at 3:30pm via Zoom conference***