

**DRAFT**  
**ETTA PLACE TOO HOMEOWNERS ASSOCIATION**  
**BOARD MEETING MINUTES**  
**October 24, 2019, 2:00 P.M. (MST)**

1. Roll call, determination of quorum. The following Board Members were present: Matt Haertzen (Unit 109), Art Waldrop (Unit 115), and Brendan Shine, (Unit 106); Owners present were: Jennifer Ito (Unit 105), Karen Lawrence, (Unit 112), Jerry Esrick, (Unit 113), Scott Walter, (Unit 107) and Alex Corcoran (Unit 102). Note was made that Elison Atkinson (Unit 114) provided a proxy to Karen Lawrence; however as a Board Meeting it is null and void.
2. Motion to approve/waive notice of meeting. ***Brendan Shine made a motion to approve the notice of the meeting. Matt Haertzen seconded the motion and motion passed.***
3. Determination of a Quorum of Board – Board is 3; quorum is 2. It was determined with all Board members present that we have a quorum.
4. Approval of Agenda: ***Brendan Shine made a motion to approve the Agenda for the Meeting. Matt Haertzen seconded and the motion passed unanimously.***
5. Request from owners to speak on agenda items: none
6. Unfinished Business
  - a. Common Space Units 113 and 114
    - i. 100% Approval from the Members
    - ii. Next Steps – replat and new allocation of dues; amendment and restating the HOA Declarations recorded. Stefanie Fanos has indicated that they are close to finalizing the process. Anticipate this being completed by end of year. Discussion ensued. Recommendation that the dues should be calculated with two decimal points rather than rounding, and that we notify all owners for a special meeting to vote on it.
7. New Business
  - a. Pool costs and closure date to 9.30.20 : Matt presented his thoughts on the costs and closure date: Discussion ensued.
  - b. Board authority and HOA Policies and Procedures: Matt presented his thoughts. Art indicated that they could pull specifics from the By-Laws and create a list for the Board members. It was determined that draft would be drawn up and then presented to the HOA attorney for review.
  - c. Financial Controls – investing cash in bank: Art indicated his thoughts on possibly moving some of the reserve funds to an online bank with a better interest rate.

Discussion ensued. Judi will research what the local banks provide and report back to the Board.

- d. Priority Items: List from November: Matt Haertzen shared his thoughts and requested feedback for priority items for next year. Some items mentioned: landscaping; sprinkler system; stairwell, lighting, doors and front entrance appearance (interior designer) and include exterior lights and paint colors; bike rack/storage; ski lockers. Recommendation was made to present ski lockers and other improvements costs to the membership for a vote, prior to moving forward; as well as creating a committee that could research these items. Karen Lawrence, Mary Walter, Jerry Esrick and Alex Corcoran all volunteered to be on the committee. Discussion ensued.
- e. Alarm Issues: Judi shared the issue: Unit 103 caused the smoke detector to go off, which triggered the alarm system. Possible option: put all owners on the list and obtain a code to be shared so that the alarm can be silenced. Decision was made to move forward with the option of putting all owners on the list and obtaining a code.
- f. Leslie Blickenstaff, Unit 108, gas line repairs: Judi updated the Board regarding the issue with the gas line. The gas line has been fixed at this time.
- g. Additional building cleaning in Season – (4 hrs/week at \$35/hr): 4 times per week recommended; will put in the budget for Board and Membership approval.
- h. Hallway lighting: Matt replaced the bulbs, recommends repurchasing the bulbs with a different wattage and color.
- i. Plan for doorway replacement: Interior Designer will be sourced to make recommendations. All owners will be billed for their door upgrades.
- j. Mandatory rules for approval of remodels (carpet cleaning fee, deposit, sign off, etc.): Judi recommends that we move forward with this and will have this information available for the next annual meeting.
- k. Meetings regarding Lift 7 Development: It was requested that Judi attend on behalf of the HOA and update the membership as necessary.
- l. Other

8. Adjournment. Art Waldrop made a motion to adjourn the meeting at 3:07 pm.

Respectfully submitted,

By: \_\_\_\_\_  
Jarmik Property Management, Inc.