

BRIARGATE HOMEOWNERS' ASSOCIATION
A COLORADO NONPROFIT CORPORATION
MINUTES FOR ANNUAL MEETING OF MEMBERS

Tuesday July 20th, 2021
5:00 PM Mountain Time, via Teleconference.

Order of Business:

- (a) Roll call; Meeting was called to order at 5:12pm by President Brian Kraft; Owners in attendance were Debbie Skaff Units 8 & 20, Robin Roberts Unit 17, Ron Abeloe Unit 1, and Brian Kraft Unit 10. Proxies were submitted for units 16, 12, 6, and 11 all appointed to Brian Kraft. Glen Unit 18 joined the meeting 5:43pm.
- (b) Determination of quorum 1/3 of 20 owners/units Required; 7 owners/units; 9 units were represented in person and via proxy, quorum was achieved.
- (c) Proof of notice of meeting. No less than 30 days; Notice was sent to all owners via USPS, e-mail, and posted to the HOA website on June 10, 2021. Motion to accept proof of notice was met made by Brian, seconded by Debbie, all in attendance were in favor, motion passes.
- (d) Discussion and approval of minutes of prior Annual Meeting Minutes, 01/28/2020; No changes or updates were presented; Motion to adopt the 2020 annual meeting minutes as presented was made by Debbie, seconded by Brian, all in attendance were in favor, motion passes.
- (e) Reports of Officers; Brian shared that in 2021 they had planned on painting the exterior of the units. He requested to have Coldwell move forward with bids. He stated that the bids should be very complete and are subject to HOA board approval. The bids will be for the South and West side of the buildings. They do not want to use Integrity Painting at all for this as they had mixed results with the last job they did for the HOA. Robin Roberts asked about getting specific spots painted on her unit. The board stated that they will add this to the bid. There was also further discussion to plan and prepare a reserve study for the HOA. The HOA board wants to start saving for the replacement of the capital items such as the parking lot, roofs, painting, and laundry facilities. Barrett Miller will work with Ron to prepare and gather this information. At year end this will need to be factored into the dues amounts and added to the 2022 budget. The roof was last repaired in 2012. There was another layer added to the shingles on the last go round, this should last another 20-30 years. The next roofing job would be for full replacement of the roof. The parking lot was last repaired in 2015 with coating.
- (f) Review of 2020 Budget and Approval of Proposed 2021 Budget; The 2020 actuals were reviewed line item by line item. There were no questions on the final budget amounts. The 2021 budget was then presented line item by line item. Further discussion was held

about potentially adding a line item for reserve dues for 2020 budget. This is something the HOA will revisit and reevaluate for the 2022 budget. Motion to pass the 2021 as presented made by Brian, seconded by Debbie, all in attendance were in favor, motion passes as presented.

- (g) Election of Directors; There was a call for any interested parties to join the HOA board, there was no interest. The existing board members all volunteered to stay on as a slate of board members. Motion to adopt the board as a slate was made by Brian, seconded by Ron, all in attendance were in favor, motion passes.
- (h) Old Business; Coldwell will call JCJ to ask about checking the sprinklers behind units 12 and 17. There was discussion about the laundry and contract with CSC. CSC still owes the HOA funds per the original signed contract. They have not stuck to their contract. At this point though they are the only game in town for providing the machines, so they will stick with them.
- (i) New Business; There was a question raised about creating signs to post by the dumpster to try and curb and or stop dumping of prohibited items in the dumpster. Ultimately, it was determined that it is almost impossible to stop this behavior and signs wouldn't stop this from happening. There was discussion about the status of late payments by owners. After discussion, the board instructed Coldwell to send out past due letters at 60 days per the collection policy. If an owner requests a payment plan the HOA will work with the owner. If there is no response, the HOA will move forward with filing a lien and or turning the account over to collections. Positions of the board were determined by voice vote; Brian will be President, Ron will be Vice President, and Debbie to be Secretary/Treasurer. Dog issues still remain but have not got any worse. The HOA will continue to monitor the situation and react as needed.
- (j) Adjournment of Meeting; Motion to adjourn made by Ron, seconded by Brian, all in attendance were in favor, motion passes as presented. Meeting adjourned at 6:34pm.