

Sylvan Square Condominium Association
Annual Member Meeting Minutes
November 16, 2020

The Annual Member for Sylvan Square Condominium Association was held on Monday, November 16, 2020 at 5:30 P.M. MST, remotely via Zoom meeting, <https://zoom.us/join>, Phone Only: US 1-253-215-8782, Meeting ID: 927 0234 110, Passcode: 386472, in adherence with current Eagle County Health mandates in response to COVID-19.

Members in Attendance:

Joan Gitchell	A102	
Carol King	B201	President, term expires 2020
Jesse Edeen	C101	
Beth Johnston	C102	Secretary/Treasurer, term expires 2021
Gary & Oksana Myers	C201	
Peter & Mary Bates	C202	
Mary Pierik	D201	
Dustin Hall,	D202	Vice President, term expires 2022

Members in Attendance by Proxy (proxy assigned to Carol King unless otherwise noted):

James & Kathleen Lekin	A202	- proxy to Mike Ryan
M Kathleen Goodman	B102	
Lindsay Schlesinger	D102	

Other Attendees

John Gitchell, relative of Joan Gitchell
Mike Ryan, representative for A202
Matt Hayden, Elevated Colorado Management

- 1) Call to Order: The meeting was called to order at 5:37 pm by Beth Johnston.
 - a. Ms. Johnston called roll with 11 units present in person or via proxy indicating a quorum of 67% of all votes of the Association
 - b. Attendance by owners was indication of proof of notice
 - c. There were no changes to the agenda
- 2) Introduction of new manager for Association
Dustin Hall introduced Matt Hayden with Elevated Colorado Management Services (ECMS), indicating that ECMS was recently hired as the new manager for the Association. Mr. Hayden gave background of his experience, start of his company and the services the Association could expect from his company in the future.
- 3) Minutes: Following review and upon motion duly made and seconded it was unanimously

Resolved to approve the Annual Meeting minutes for November 14, 2019 as presented.

4) First Amendment to the Declaration

Ms. Johnston reviewed the First Amendment to the Declaration of Sylvan Square explaining that the amendment was to clarify the definition of long term rental to a minimum of 30 days as well as remove a provision that future amendments to the Declaration would require a title certification of all units prior to recording. General discussion was had on increasing the minimum number of days, effects on roommates, and enforcement. Upon motion made by Mary Bates and seconded by Jesse Edeen it was unanimously

Resolved to approve the First amendment to the Declaration of Sylvan Square as presented.

5) Business

a. Owner Education - Fire Mitigation

Mr. Hall reviewed steps the Association is taking to limit wildfire hazards around the community including tree work and assessment of other hazards. Mr. Hall recommended that owners review the resource materials distributed in the meeting packet.

b. There was general discussion on landscaping, mowing, and irrigation with owners requesting consideration of mowing every other week and to be notified prior to the spring walk. Mr. Hall reviewed the snow removal agreement and parameters. There was also discussion on adding on-property recycling to the trash removal service, composting available at the Eagle COunty Recycling Center and reminder not to idle vehicles unattended and for extended periods of time.

c. Association Management and Accounting - Mr. Hall reported that the Association is no longer managed by Rock Property Services (RPS) due to ongoing issues. Ms. Johnston explained that RPS failed to provide monthly invoices and financial statements to the Board for review per their management agreement so that the several expenses, in particular irrigation water, was severely over budget for the year. Ms. Johnston reviewed the steps taken by the Board to terminate the agreement, request restitution, and obtain the Association's records. Two options considered by the Board, assessment of the overage to owners or filing a small claims case, were presented to the owners to determine how they would like the Board to proceed and also ask for other options that may be available. Following discussion, the owners requested the Board form a special committee to pursue restitution from RPS up to and including filing a case in small claims court. A Restitution Committee of volunteers was appointed: Dustin Hall, John Gitchell (representing Joan Gitchell), and Peter Bates.

6) Financial and Budget

Ms. Johnston reviewed the 2019 financial statements, 2020 forecast, and 2021 budget that were included in the meeting packet. Assessments were increasing to \$430 per month starting January 1, 2021. Following review, the owners did not veto the 2021 budget and it stands as presented.

7) Board

a. Ms. King decided not to continue on the Board and was thanked for her many years of service to the Association. The floor was opened for nominations to the Board and Mary

Pierik nominated herself. Having no other nominations, Ms Pierik was elected by acclamation to the Board to a three year term expiring in 2022.

- b. The directors were appointed to the following offices:
 - i. President Dustin Hall
 - ii. Vice-President Mary Pierik
 - iii. Secretary/Treasurer Beth Johnston

Ms. Johnston reminded owners that Board meetings were open to all owners and meeting notices were posted on the bulletin board in the dumpster and also on the Association's website once it was up and running.

8) Adjournment Upon motion duly made and seconded, it was unanimously

RESOLVED to adjourn the member meeting of the Sylvan Square Condominium Association at 7:38 p.m. this 16th day of November, 2020.

Respectfully submitted,
/s/ Beth Johnston
Beth Johnston
Secretary/Treasurer