

Persimmon Woods Townhome Association

Board of Directors Meeting

January 21, 2021

A virtual meeting of the Persimmon Woods Townhome Association Board of Directors was held on Thursday, December 21, 2021 via Zoom video conference.

1. **Call to Order.** The meeting was called to order by Carol Glasson at 6:04 p.m.
2. **Roll Call and Quorum.** Directors in attendance were Carol Glasson, Genii Gatter, Robert Wilhelm Steve Hilbert, and David Borns. Eileen Jacobs and RG Jacobs of Mountain Caretaker were in attendance as well. Shelly Mello of Agett Consulting was present to report on the Phase II roof project.
3. **Approval of Minutes.** Upon motion duly made and seconded, the minutes from the December 5, 2020 meeting were approved by unanimous vote.
4. **Roof Update.** Shelly Mello reviewed her updated spreadsheet, noting that everything but materials were locked in last Fall. Material costs have continued to rise significantly. Additionally, materials pricing is only held for 30 days. Gifford Construction has offered to hold the materials in their yard if the Board decides to order the materials now to lock the pricing in.

Shelly will anticipate when payments will be needed per the contract based on a May 1st start date. It is expected to take 8-10 weeks to complete.

Upon motion duly made and seconded, the Board unanimously approved purchasing the materials for the fascia at a cost of approximately \$36,000.

5. **Financial Report.** The 12/31/2020 financials were distributed prior to the meeting and reviewed, noting that expenses are significantly under budget and as indicated at the December budget meeting, an operating surplus of approximately \$17,000 is anticipated.

The financials will be sent to the accountant after the January reconciliation is complete.

6. **Other Business.**
 - a. **Insurance Renewal.** The Board received a proposal for the renewal of the insurance policy on 2/1/2021. The premium increase is 2% and the total premium is within the budgeted amount for 2021. Upon motion duly made and seconded, the Board unanimously approved Carol Glasson signing the proposal on behalf of the Association.
 - b. **Collection Matter.** The Board would like to better understand the ramifications of a foreclosure action in the collection matter with Unit 28. Notices have been sent from management as well as the attorney. The owner has been sent email contact info as requested, but the owner has not reached out to anyone. A payment plan has been

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offered multiple times. Eileen will set up a special meeting with the attorney, Michael Dunlevie, to better understand the process before making a Resolution to move forward.

- c. Election of Officers. Upon motion duly made and seconded, the following slate of officers was unanimously elected for 2021: Carol Glasson, President; Bob Wilhelm, Vice President; Genii Gatter, Treasurer; and David Borns, Secretary.
7. **Adjournment.** The next regular meeting of the Board is scheduled for Thursday, March 18, 2021 at 6 pm.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

Eileen Jacobs

By:

Eileen Jacobs