

Persimmon Woods Townhome Association

Board of Directors Meeting

April 16, 2020

A meeting of the Persimmon Woods Townhome Association Board of Directors was held on Thursday, April 16, 2020 via teleconference.

1. **Call to Order.** The meeting was called to order at 6:03 p.m. by Carol Glasson.
2. **Roll Call and Quorum.** Directors in attendance were Carol Glasson, Genii Gatter, Steve Hilbert, Robert Wilhelm and Deanna Blomquist. Eileen Jacobs and RG Jacobs of Mountain Caretaker were in attendance as well. Shelly Mello, Agett, LLC was also in attendance
3. **Approval of Minutes.** Upon motion duly made and seconded, the approval of minutes from the 3/19/2020 meeting and the 4/2/2020 meeting were approved by unanimous vote.
4. **Financial Report.** The first quarter financial report was distributed earlier in the week and management reported there are no concerns to note with most line items either at or below budget. The year to date net surplus is just over \$4,000. Discussion of accounts receivable was deferred to later in the meeting after the construction report.
5. **Other Business.**
 - a. **Roofing Contract.** A contract template has been developed by attorney, Carol Krueger, who was hired by the Board for that purpose. The template can be used in the future for major projects. Horizon Roofing and Gifford Construction have signed the contract.

Upon motion duly made and seconded, the Board unanimously approved authorizing Carol Glasson sign and execute the contracts with Horizon Roofing and Gifford Construction.

Stucco work will be done by Kern Plastering. The cost is \$27,132. The contract has not been signed yet. Upon motion duly made and seconded, the Board unanimously approved executing the PW contract template with the scope previously identified in the proposal at a cost of ~~\$~~27,132.

Shelly discussed the updated spreadsheet which was sent earlier today, noting the increased price of \$35,400 is primarily due to the addition of gutters and trim work.

Shelly will need Board input to select the color for metal flashing and gutters. She will suggest three colors and anyone who is on site and wishes to join a walkaround may do so. Shelly will find out when this needs to be done, but right now believes the end of April.

Approved: 6/18/2020

Persimmon Woods Townhome Association

Staging was discussed. Horizon will need to store materials, equipment and toilets during construction. It was agreed that the parking area below building 5 would best accommodate the construction staging. Parking will be reduced accordingly and owners will have to be flexible. Once it is determined how much space is needed, we can communicate to owners so they can adjust their parking accordingly. Owners will be able to park in front of their garage overnight, but not during the day.

RG will coordinate with Shelly and BCL to get whatever trees may interfere with construction trimmed back.

A-Build's proposal for the planter boxes has been updated. He is offering a 12% discount if the boxes are done now rather than timing along with roof construction. The Board discussed the pros and cons of doing the construction now and achieving the cost savings.

Upon motion duly made and seconded, the Board unanimously accepted A-Build's discounted proposal at a cost of \$16,932.08. Construction will begin as soon as weather and schedules permit.

Flowers will be planted in buildings 4 and 5 planter boxes only.

Shelly Mello left the meeting.

- b. Accounts Receivable. The Board has received some requests for consideration on payment of assessments due to the Coronavirus. The Board will allow monthly payments, due on the 1st of each month and will not assess late fees or interest as long as payments are received by the end of the grace period. Eileen will communicate to each of the owners who have requested a payment plan.

6. **Adjournment**. The next meeting of the Board is scheduled for Thursday, June ~~April~~ 18th at 6 pm., There being no further business to come before the Board, the meeting adjourned at 7:25 pm.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

Eileen Jacobs

By:

Eileen Jacobs

Approved: 6/18/2020