



Board Minutes February 13, 2020

5:00 p.m. to 6:45 p.m.

Cold Smoke Coffee House West Oak

Board Members Present:

Pat Weaver, President
Ed Fillbach, Vice President
Sue Beland, Secretary/Treasurer

1. Grounds Completion

- The revamped dumpster enclosures have no support in the center and will sag with use. The gates are difficult to close.
- Pat will check to determine if the city has approved the dumpster enclosures.
- Pat will contact the attorney to get the final paper work done to accept ownership of BronzeLeaf improvements.

3. Vandalism

- At least 2 instances of vandalism occurred in 4635. The police were called. The cleaner cleaned up the damage.

4. Maintenance

- **Bids**
 - Sue will be seek bids for bark replacement or for rocks by the carports and east of the garages as well as the east side of the building.
- Gilpen Gutters has been working on gutters and will add baffles to handle water.
- Bikes have been abandoned on the bike rack. If bikes are not claimed they will be donated.
- Pat indicated that purple ice melt will not damage concrete.
- Grasschopper has increased rates to \$1,200.
- Water heaters are being replaced. 45 2B Beland (2-14), 45 2A Weaver (2-14), 35 1A Lebeau, 45 3D Hamburg, 35 3D Johnson, 35 2B Watson (not firm), 73 2B Powell, 89 3C Atkinson (2-7), 89 1C Tomlinson, 65 2D Hertz, Lord 89 2C

5. Paint

- **The interior of 4535** has been painted in a light gray.
- Four doors were painted for the owners.
- Ed and Carol are working to clean the handrails so they can be sealed.
- Interior and exterior painting of all buildings is going to require a dues increase.

6. Dues

- One owner has made an agreement to pay her back dues over a 3 month period.

Board meetings The next Board meeting is temporarily scheduled for the second Tuesday at 5 p.m. in the Saddle Peak Conference Room. Owners wishing to attend the meeting are asked to notify the Board well ahead of the meeting date so a larger room can be found.

The BronzeLeaf Condo Association Board

Patrick Weaver, President
Ed Fillbach, Vice President
Sue Beland, Secretary/Treasurer



Assignments

Property Manager

- Complete requests from Board
 - Provide board with an updated list of owners and their contact information
 - Provide board with identification of deposits to bank account
- Work with Ed on bids
- Keep Board apprised of owners seeking to remove carpeting in their condo
- Notify owners that deck floors cannot be painted or stained
- Regularly check on property
- Maintain list of owners
- Maintain HOA records
- Handle HOA finances and report to the Board
- Post newsletters on the bulletin boards in each building

Pat

- Call attorney regarding completion of building project and legal options concerning accountability
- Monitor sprinkler disconnects and trees during construction on Cottonwood
- Work on financial spending plan
- Maintain cloud files and Supervise e mail

Ed

- List of illegal 40-pound tank grills, charcoal grills, or hibachis
- Seek bids for striping the lot
- Parking lot seal bid sought from Apex (Mark Clark) and High Country and Another Peters Painting
- Monitor over parked vehicles
- Arrange to have the following repairs done
 - Replace chimney siding
- Study replacement of boards on picnic tables

Sue

- Up-date PM on Board actions
- Contact Broadleaf Tree and Landscape for a bark replacement bid
- Prepare minutes and upload to web page
- Prepare and have newsletter posted on bulletin boards by PM and upload to web page
- Consult with PM on finances (collections, bill payments, bank statements, rentals, owner lists)
- Check on timely payment of all dues and fees with recommendations for procedure to follow for unpaid dues
- Assist PM in completing questionnaires