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# Falcon Ridge Annual Board Meeting Minutes

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Location: Altoona Public Library

Date: February 5, 2020

Time: 6:30 p.m.

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## Minute Details:

### I. Call to Order

- a. Establish a quorum
  - All board members present
  - Not 2/3 of homeowners/proxy representatives present so no voting will occur at this time.
- b. Approval of November 6, 2019. Minutes (attached)
- c. Steve will proceed with the proxies for electing the new Board Members. We will be filling the seats of President, Vice President, Secretary and 3 at large board members. Please see Bylaws for the duties of each position.
  - i. Tammy Mozey (Secretary)
  - ii. Rayeann Archibald (President, Vice President, at large board member)
  - iii. Jake Westerhof (President, Vice President, at large board member)
  - iv. Monica Reynolds (President, Vice President, at large board member)
    - Board members will remain in their current positions

## II. New Business

- a. Financials presented by Steve
  - i. Reserves \$133,400.50
  - ii.  $62 \text{ units} \times \$166.95 = \$10,350.90 \times 12 = \$124,210.80$
  - iii. Last year expenses \$194,226.98
    1.  $133,400.50 + (\text{reserves})$
    2.  $124,210.80 = (\text{earnings})$
    3.  $257,611.30 - (\text{balance})$
    4.  $194,226.98 = (\text{expenses } 2019 \text{ includes the roofs})$
    5. 63,384.32 ending balance of 2020
  - iv. Repairs for 2020
    1. Irrigation
    2. Drainage ditch eroding
    3. Cement repair
    4. Lawn care
      - Most of the budget is being reserved for the remaining roof project to be completed in 2020.
      - Roofing company decided which roofs to complete first.
      - Goal is to make sure we don't overspend in 2020 so that we can complete the roof project and still have funds for emergency and unplanned expenses.
      - Roofing start date is TBD but should be approx. April/May 2020.
      - Irrigation- plan is to start the season with them running twice per week. Will increase to 3 times per week if needed. This is usually determined by the lawn care company since they are the experts in this area.
      - Discussed other areas for snow placement. Steve will review some of the units with isolated concerns.
      - Discussed elderly or others needing assistance with shoveling snow. The board and other neighbors are more than willing to assist. Reach out to property management or add a message to our Facebook page and we will get you help.
      - The board will discuss resuming neighborhood projects like dryer vent cleaning and power washing for 2021 once the roofing project is completed.
      - The budget for 2020 will be completed soon and presented to residents.
- b. Board will present the modification of the Rules & Regulations
  - Updated Rules & Regulations will be sent out for residents to review/comment prior to finalizing.
- c. Discuss adding heat tape to the gutters to help with ice build up
  - Discussed pros/cons- decided that this would be a large expense and could possibly be a fire hazard since would need plugged in so not proceeding with this.
- d. Set next meetings for the year
  - Discussed possibly doing annual meeting in a different month other than February so that the annual budget could be prepared and ready to present.
  - Additional meeting dates was not discussed due to time constraints.

### **III. Old Business**

- a. Attic project
  - Discussed that we were mis-lead by previous management group and spent lots of money that was not necessary. Currently there is no concern for the homeowners.

### **IV. Floor Open for General Questions**

**In order to make sure meetings move in a timely manner, the below process will be followed:**

- a. Everyone will stay civil and respectful;
- b. Homeowners may ask questions at this time. Non-homeowners can only speak at a meeting if they are there to represent the legal owner by proxy, otherwise you will be asked to leave;
- c. One speaker per issue with a three (3) minute time limit, if the rule is abused you will not be allowed to speak at the next meeting;
- d. For future meetings you will submit your topic to the board in advance of 10 days prior to the meeting.
  - Discussed not having snow removed from sidewalks for the rest of 2020. All that attended agreed this would help to save money for the rest of the season. Tammy Mozey will put a notice on the Facebook page to inform residents that did not attend the meeting.
  - Discussed resident parking- Tammy Mozey will post on the Facebook page a photo with resident parking areas marked.
  - Discussed keeping the Facebook page a friendly place to stay connected with neighbors. Negative post will not be tolerated. Any issues/concerns need to be handled thru the management company directly and Steve will then get the board members involved if needed.

### **V. Adjournment**

- Motion made by- **Monica**
- Second- **Rayeann**
- Board will discuss topics, vote and make decisions.