

Rock Creek Condo HOA Board Quarterly Meeting October 6, 2021

The Rock Creek Condo HOA Board held their quarterly meeting on Wednesday, October 6, 2021 at the home of Barb Nelson. Those present were President: Donna Loux, Secretary: Ann Law, Treasurer: Barb Nelson, and Cheryl Smith. Mark Williams was unable to attend. Cheryl and Mark are new members of the Board, Mark having been elected at the annual meeting in September and Cheryl volunteering. Members had previously received an agenda from Donna via email, and Barb provided copies.

The meeting was brought to order at 6:40 pm.
The following items were discussed:

1. Election of Board Officers:

Donna moved to have current officers continue in their positions, adding Cheryl as Vice President and Mark as Member-at-Large. Ann seconded the motion. The motion passed by acclamation.

2. Concrete Project:

Concrete patching in the parking lot will cost more than expected due to some holes which are much deeper. Hairline cracks will not be repaired at this time due to the cost. There was discussion whether the project was completed.

3. Camera Bid:

The first bid for the video surveillance system from Ultra Vue came in at nearly \$2400 for all three buildings. This company was given an excellent recommendation. Ultra Vue gave us a 15% discount. Cheryl asked if we could get a couple more bids for the project. Donna will follow up with Steve on this and will also ask about details about monitoring, access to video recording, and how long the recordings will be kept.

4. Minutes of Board Meetings:

Cheryl asked for clarification on Board meeting minutes. Ann first sends a draft of minutes to all Board members to review, then edits, and sends them to Steve, who posts them on the Rock Creek section of the Gulling Property website by the 15th of the month.

5. Ticket on Vehicle:

The AGILITY van parked in our lot for several days was an owner's work van needed while he was on call. After Donna put a sticker on the car, the owner contacted Steve and Barb. Donna has written instructions about how to deal with unknown vehicles. Any cars not belonging to owners or tenants will be given notice (with a sticker) to move the vehicle. Any owner or tenant can notify Steve or a Board member if they have a question about a vehicle; they will notify all other Board members.

Barb will order window cling parking stickers which will say, "Rock Creek Condo Resident." Owners will receive instructions about placement and procedures along with window clings in the mail this fall.

6. Schedule Quarterly Board Meetings for 2022:

March 22, 2022

June 28, 2022

September 27, 2022

December 27, 2022

All meetings will be on Tuesday at 6:30 pm at Barb's home.

The Board will plan to do a walkabout on Friday, November 19 at 2 pm to discuss improvements completed and plans for next year. They will also have the final quarterly meeting for the year on December 27, 2021.

The Annual Meeting will be held on March 31, 2022 at 6:30 pm at the Altoona Public Library. Steve will provide 2021 financials prior to the meeting so owners can preview and print them if they would like to. Ann will call the library to reserve the meeting room.

7. New Business:

- Barb asked if we are raising the amount being put into the Capital Reserve Funds (includes roof replacement). The Board agreed we should be transferring as much money as possible to earn any interest. Donna will check with Steve to see if he has received assessment forms from all owners. She will also ask Steve for numbers from Roof Assessment Forms. How many owners have committed to pay monthly, yearly, or total amounts? This will give us a better picture of when we will have funds to start roof repair.
- Barb will send Ann the revised HOA Board contact list to Ann, who will send them to all owners.
- Steve is reviewing entrance sign options. The Board will make the final decision.
- Donna will check with Steve about ordering additional breezeway signs with unit numbers. Not only will this make it easier for package delivery and guests, it will help emergency vehicles find us more quickly.

Ann moved to adjourn the meeting, with a second from Donna. The meeting was adjourned at 8:15 pm.

Respectfully Submitted,
Ann Law
HOA Secretary

Approved by the following Board members by 10/21/2021:
Donna Loux, Cheryl Smith, Ann Law, and Barb Nelson