**CT Condominium Association**

**Monthly Meeting**

**January 8, 2020**

**Lund Law – 662 S Ferguson**

Members Present:

Dennis Nelson

Genevieve Reiter

Jim Seneker

Ed Lawrence

Manager Present:

Lindsay Minnick

**Approval of Meeting Minutes from December:**

Dennis Motions to Approve the December Minutes

Ed Lawrence 2nd

All in Favor

**Election of Officers:**

President – Genevieve

Vice President – Jim Seneker

Treasurer – Jim Seneker

Secretary – Ed Lawrence

Member at Large – Dennis Nelson

Dennis Nelson has his unit for sale, so that he can move closer to family, which is why he has chosen to stay member at large.

Jim motions to approve all officers

Ed 2nd

All in Favor

**Action Items:**

Ditch Rider – Genevieve has received no additional information on the ditch rider

446 Stillwater Dish – The board is interpreting the bylaws in a manner that no dish can be fixed to the side or roof of the building. No such items can be installed without prior approval and must be away from street view. Satellite dishes are only allowed on patios. The board is extending a grace period of the length of her satellite dish contract. It will need to be moved after this.

Electric & Telephone Box Repairs – Lindsay has contacted both NWE, Century Link and Spectrum, & Opticom customer service. If you do not respond and provide a remedy, we will forward a copy of the letter to consumer affairs. Lindsay can type and Dennis will edit.

301 S Hanley Grease Stain – Her children live in the unit and aren’t sure what to do. Dennis is going to send a picture of the powder and send to Lindsay.

Ballast light on trail – Christie Electric has located the light. It had a bad ballast and they ordered a new ballast for it.

French Drain at Leon’s house needs to be worked on. Water isn’t draining right.

Sealant on the dripping at gutter seams were repaired by Black Bear Exteriors.

Orange sticks placed around the area where the bench is going was done by DKS.

**Committee Reports:**

**Finance and Capital Improvements Committee**

Jim and Lindsay met about the 4 mechanisms to pay the HOA dues.

Opportunity Bank ACH is not working well and we have had many owners with issues. We need to transition out of this system.

Opportunity Bank has their own ACH system that charges $15 a month to use. This is a better ACH payment system.

Bill pay from the bank directly to Saddle Peak Properties address

Personal Checks from the Owner to Saddle Peak Properties

Capitol Reserve Money: $60,550 for 2019 should have been moved. All of these monies have been transferred prior to 2020.

Lindsay will close out the 2019 books by January 31, 2020. These items will include

Audit vs. Review – Committee will provide details on a reconciliation report, looking at a review on a universal schedule.

Monthly Reports to Treasurer by the 5th business day of the month:

Bank Statements Reconciliation

Customer Balance Summary

P & L

Accounts Payable

**Architectural Committee:**

We are coming to an end of the siding claims. There are 2 more buildings that need to have claims filed on them. Even if we don’t have enough cracks to qualify, we need to submit the claims. Genevieve is going to ask Charlotte if she had the claim information on the units that we did not submit claims on.

**Landscape Committee:**

We have a new contract from Shearman, LLC for the monthly charges for snow removal. Streets, Sidewalks, Driveways, Trails.

Lindsay will be getting bids on lawn care for the 2020 year.

Genevieve will be talking to Jennifer at the Tree Dept to get a tree hit by a drunk driver.

**Welcome Committee:**

3 welcome packets were mailed out

2 welcome visits were done

In 2019, 25 welcome visits were done

**Management Report:**

$12,855.29 – Checking Account

$8499.22 in Reserves

$115,175.92 DA Davidson

5 owners totaling $770

All owners have been contacted by phone and statement in the mail.

**New Business:**

Genevieve Spoke to Janice and she is willing to be the member at Large.

Dennis motions to approve Janice as a 2020 board member

2nd Genevieve

All in Favor

LeClair situation with condo next to the ditch. We need to get info from Jackie on whether he has the approval to build within this easement. This will be a liability to accept this into the association without approval.

Jim Motions to ask the attorney to write a letter to Leclair asking questions about the easement with the suggested topics provided by the board. If the attorney can come up with additional questions to ask, we will revise as attorney sees fit.

Ed 2nds

All in Favor

CT is responsible for mowing half of the drainage ditch along Fallon and across the street as this is our property. We discovered this after a stormwater assessment was done.

Ed is motioning a Long Range Planning Committee:

Purpose will be whatever the owners/board considers something that is important

Dennis 2nds

All in Favor

Who wants to chair this committee?

Jim nominates Ed to run this committee

Dennis 2nds

All in Favor

Lindsay will compile a form, asking for owners information to be updated, whom weren’t at the annual meeting. This will be mailed by the end of next week.

All amendments into the CT drive

We are in search of another board member for CT. Dennis Nelson has his unit for sale.

Meeting Adjourned: 8:40 PM