**HCOA Board Meeting Minutes**

**May 3, 2023**

Attendees: Barbara Pastine, Mike Roser, Scott Bosse, Lindsay Freitas

1. HCOA board meeting schedule
   1. Regular meetings will be held at Barbara’s house the first Wednesday of each month at 4pm. The summer meeting schedule is as follows:
      1. June 7 at 4pm
      2. July 12 at 4pm
      3. August 9 at 4pm
      4. September 6 at 4pm
2. Property Management
   1. Saddle Peak Properties will continue to be our management company. At the last HCOA board meeting, Lindsay announced she was considering severing her contract with HCOA due to the stress of dealing with high maintenance homeowners.
3. Bylaws and Covenant changes
   1. The board wants its attorney, Alana, to advise it on if and how it can make changes to the bylaws and covenants without requiring 60% of the homeowners to approve them, which is a virtually impossible task.
   2. Bylaws and covenant changes will be considered at the annual meeting next fall.
4. Status of financial audit
   1. Barbara has arranged a focused audit with Holmes & Turner. Once the audit is completed, we will share the audit report with every homeowner via email.
5. Summer letter to homeowners
   1. Audit report will be included.
   2. Changes in bylaws/covenants will be made at annual meeting in fall.
   3. HCOA will not maintain poop stations this summer, as that is the city’s responsibility.
   4. HCOA is responsible for replacing and planting trees in common open spaces such as the square and linear parks, and the boulevards along Durston and Oak, according to a recent email from the city.
6. Management fees
   1. Lindsay said Saddle Peak’s management fees are now $72 per household/year X 523 households = $37,656 annually
7. Board Officers
   1. Barbara Pastine was elected as President.
   2. Scott Bosse was elected as Vice-President (and official note-taker)
   3. Mike Roser was elected as Treasurer.
8. Meeting Adjourned