

Terrace Homeowners Association, Inc.

Board of Directors Meeting

January 28, 2021

A virtual meeting of the Terrace Homeowners Association was held on Thursday, January 28, 2021.

1. **Call to Order.** The meeting was called to order by Cristian Basso, president, at 6:07 pm.
2. **Roll Call/Establish Quorum.** Directors in attendance were Cristian Basso, Scott Schreiner, Jared Saul and Matt Hayden. With a majority of directors in attendance, a quorum was established for the purpose of conducting business. Also in attendance was Eileen Jacobs of Mountain Caretaker.
3. **Approval of Minutes.** Upon motion duly made and seconded, the minutes of the October 29, 2020 meeting were approved unanimously.
4. **Financial Report.** The preliminary financial report was sent to the Board with the notice. There were no concerns noted except for a few delinquencies which management will continue to pursue in accordance with the collection policy.
5. **Other Business.**
 - a) **Landscaping.** Management presented two proposals for summer landscaping services. One is a 3-year renewal with Mountain Valley Ventures. The other is from SHC Landscaping. Contract totals were similar, but SHC's was more comprehensive. Discussion ensued as to whether turf services are needed due to the anticipated playground construction. Subsequent to the meeting, Scott determined that the disturbed area won't be much bigger than the current gravel area so the turf services will be needed. Eileen will follow up with Mike Stevens about the deer fencing and how many trees are included.
 - b) **Governing Docs Rewrite.** The Declaration is in final draft form and the Bylaws had a few more comments for Steve May to consider. Once that is done, Scott suggested that they be mailed out for a 30-day comment period prior to the formal mailing with ballot. Then the Board will begin to tackle the lower level docs, policies, etc.
 - c) **Election of Director and Annual Meeting.** The revised docs no longer require an annual meeting within the first six months and the Board will decide on a static date moving forward, probably late fall so the budget can be ratified at the same time. The election of directors will be held electronically for the foreseeable future. As for the current election, Eileen will send out an email/letter to all owners inviting nominations with a deadline of February 28th. If no nominations are received, the current directors will continue their terms until a successor is elected.
 - d) **Bike Path.** Eileen has contacted Gore Range Surveying about surveying the bike path by lots 110 and 109 so it can be determined how the bike path can be realigned to eliminate the encroachment. RG will reach out to some asphalt contractors to try to get on their schedule for as early as the season permits and find out if they do base prep.

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e) Playground. The Board reviewed three proposals for replacing the playground structures. Scott broke down the pricing and the consensus was that the proposal (136-135886-1) from A to Z Recreation is the best fit. Three of the free standing components will be eliminated from the proposal to bring the overall cost closer to the anticipated budget of \$75,000. RG will look into getting the existing structure moved as soon as possible. A notice will be sent to all homeowners that the gravel is being removed and if anyone wants to take some to use in their driveway, feel free to take it by "x" date.

6. **Adjournment.** There being no further business to come before the Board, the meeting adjourned at 7:30 pm.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

By: Eileen Jacobs, CMCA

Approved: 9/23/2021