

Terrace Homeowners Association, Inc.

Board of Directors Meeting

November 30, 2017

A meeting of the Terrace Homeowners Association Board of Directors was held on Thursday, November 30, 2017 at 6 pm in the Eagle Public Library.

1. **Call to Order.** The meeting was called to order at 6:18 p.m.
2. **Roll Call/Establish Quorum.** Directors in attendance were Cristian Basso, Matt Hayden, Scott Schreiner and Ken Nager. Mark Sczcesny and Andrea Messier were absent. Rob Jastrab, owner of 315 Ryshot, was present. Also in attendance was Eileen Jacobs of Mountain Caretaker, Inc.
3. **Member Open Comment.** There were no comments offered by the membership.
4. **Approval of Minutes.** The revised minutes of the September 28, 2017 meeting were approved by unanimous vote.
5. **Financial Report.** The 2018 budget was sent to all owners via USPS Mail on October 24, 2017 and notice of the budget ratification meeting was included. As there was only one owner present at the budget ratification meeting, the budget is deemed ratified absent a rejection by 67% of the membership. Scott reviewed the 10/31/2017 budget noting that all line items are tracking as anticipated.

Cristian and Scott will meet with RMCL regarding plowing expectations in 2017. Management will send a reminder to homeowners that keeping sidewalks clear of snow is an individual homeowner responsibility. The HOA, as a courtesy, has the plow contractor do a plow on the sidewalk, however, it is the homeowner's responsibility to make sure the sidewalk is clear and free of snow/ice hazards.

Accounts Receivable. Management will send a First Notice to the accounts that are greater than 60 days' past due. Management recommends the Board consider a late fee in addition to interest charges when revising the governing documents.

6. **Committee Reports**
 - a) Entrance Upgrades – Cristian has offered to develop a landscape plan for the new entrance, however, he will not be able to do anything with this until after the first of the year. The West entrance is waiting on the survey and then a rock will be selected early next year.
7. **Old Business**
 - a) Survey. The Board had previously held a work session and revisions were made to the original survey. Scott reviewed the revisions, noting changes. Upon motion duly made and seconded, the Board unanimously approved the survey's final revisions. The survey will be finalized and a test survey done to determine timing. It will be sent out immediately following

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the holidays with incentives for responding.

b) Holiday Decorations. Management will send notice of the holiday decorating contest.

8. **Adjournment**. Upon motion duly made and seconded, the meeting adjourned at 7:20 pm.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

By: _____
Eileen Jacobs