

The Plaza At Aspen Village Owner's Association

P.O. Box 2832

Pagosa Springs, CO 81147

Minutes

Board of Directors Meeting

October 9, 2019 6:00 p.m.

2800 Cornerstone Bldg B2 -Keller William Realty Southwest Associates Conference Room

CALL TO ORDER:

The meeting was called to order at 6:16 p.m. by President Juanalee Park. Present at the meeting: Juanalee Park (President), Wen Saunders (Vice President/Secretary), and John Ranson (Treasurer). Also present, Dan Park, Angie Ranson, and Don Haywood.

MOTION: Approval August 29, 2019 BOD Meeting Minutes. J Park made a motion to accept the BOD August 29, 2019 meeting minutes as written. Saunders seconded the motion. Motion passed unanimously. ***MOTION: Don Haywood as POA Administrative Accountant through January 1, 2020.***

John Ranson made a motion for Don Haywood as Administrative Accountant. Haywood will have access to Association banking, online access, Quickbooks accounting entries, preparation of 2020 Budget, and deposits. J Park seconded. Motion passed unanimously. ***MOTION: Remove Rhonda Ash as registered agent for the Association with Secretary of State. Place Saunders as registered agent.*** Motion by J Park. J Ranson seconded. Motion unanimously passed. Board members further discussed the necessity of Reserve and Operating Accounts. Haywood will review and make recommendations of correcting/adjusting in the POA QuickBooks. Upon evaluation of budget, Board Members discovered monthly collected Reserve Fess had not been deposited into the Reserve Fund, due to overtures in the 2019 snow removal. Starting January 2020, the reserve fund fee shall be deposited monthly into the

Reserve Fund Account. **MOTION: Move up to \$4,340 from Insurance Claim Account (12,894.24) into the Reserve Account.** Motion by J Ranson. Saunders seconded. Motion unanimously passed.

Treasurer's Report.

Don Haywood presented treasurer's report thru September 30, 2019. Haywood also presented the 2020 Proposed Budget. After extensive research, Haywood reported past building prorations were not accurate. Haywood revised the Proposed Budget to accurately represent budget for each of the three buildings. Discussion pursued regarding extensive water increases since the occupancy of the hair salon and restaurant. The 2020 Proposed Budget represented those increases to be prorated to the units. Additionally the trash expense indicated an increase due to additional day pick up for the restaurant tenant. As a result, the Board concluded it would be beneficial for the restaurant to have their own trash pick up, billed directly to them, effective January 1, 2020. It will be the responsibility of the owner of that unit to contact his tenant to make arrangements for trash pick up. Board members discussed the need for a PAO web site and included as a budget item. Snow removal continued as the highest price budget line item. **MOTION: Proposed 2020 Budget accepted by the Board.** J Park moved to accepted the Proposed 2020 Budget. Second of Motion: J Ranson. Motion Passed unanimously. Saunders to email Proposed Budget along with building breakouts with proposed member fees to membership for their review and adoption at the Annual Members Meeting. J Park volunteered she would contract the snowplowing and roof snow removal contractors to renew contract for 2020.

Skywerx Lease.

Skywerx lease renewal discussion. Due to budget increases board members discussed a fair increase of \$50 per month is appropriate. Wen will prepare the lease with the monthly rent of \$350.00 (\$50 monthly increase). Notice of increase and negotiation of lease is due before November 30, 2019.

MOTION: Increase Skywerx Lease to \$350.00 per month (\$50.00 month increase). J Ranson motioned. Saunders seconded. Motion unanimously passed.

Annual Member Meeting.

Annual PAVPOA Meeting scheduled for December 5, 2019, 6pm in The Keller Williams Realty Southwest Associates Conference Room. Agenda items to include (1) 2020 Proposed Budget Adoption, (2) Election of Director (R Ash term expires this year (Ranson appointed to fill the position until the end of 2019), (3) BOD Building Repair Work Session Report.

Building Repair BOD Work Session.

The Building Repair BOD Work Session was rescheduled for October 15 was changed to November 13, 3:30pm. Directors will discuss options, costs, and develop phase plans for siding replacement.

NEXT PAVPOA BOD MEETING:

October 28, 2019, 6pm, Keller Williams Realty Southwest Associate Conference Room

MOTION: ADJORN

J Park made a motion to adjourn. Saunders seconded. Motion unanimously passed.

The meeting was adjourned at 8:50 p.m.