

Plaza at Aspen Village
Property Owners Association

P.O. Box 2832
Pagosa Springs, CO 81147

Board of Directors Meeting

March 17, 2021 - 5:00pm

1. The meeting, held via Zoom online conferencing, was called to order at 5:07pm by John Ranson. Present were John Ranson, Wen Saunders, Eric Hittle, Don Haywood, Steve Giesen.
2. Owner Open Forum – Nothing presented.
3. Minutes – A motion to approve the minutes of the February 17, 2021 meeting as written was made by Wen Saunders, seconded by John Ranson, and approved by a vote of Wen-Yes, John-Yes, Eric-Yes.
4. Treasurer’s Report – Wen presented the financial reports showing a record of the balances as of the date they were turned over to her including the Balance Sheet as of March 15 indicating assets of \$45,309.78, the Profit/Loss statement, and the Actual to Budget Comparison. The snow removal expense is spread over five months (Nov-Dec and Jan-Mar). A motion to approve the records of the financials as handed over to the new treasurer was made by John Ranson, seconded by Wen Saunders, and approved by a vote of John-Yes, Wen-Yes, Eric-Yes.
5. Building A and B Siding – Damage to the siding (warping/movement) will be repaired as needed by Mike Kretch at no cost once the weather is warmer. John reported in a conversation with Kretch that such issues can be expected due to weather/temperature swings. John suggested the contractor can explain these issues to the Board at a future meeting and would invite him to the next BOD meeting. There is a limit to the warranty period (usually one year) and the manufacturer’s warranty can be clarified by the contractor.
6. Old Business –
 - a. Damage to Building ‘A’: John said the Building ‘A’ owner has been helpful in the effort to get the repairs under way. Mike Kretch bid for repair work of \$950.00 was given to the insurance company; repairs will begin once insurance pays. John will ask Kretch for a copy of his Certificate of Insurance.
 - b. Surplus Construction Materials: Mike Kretch has a shop in Arboles where the materials for the siding project are stored. There is enough for Building A if the POA does the wainscotting.
 - c (1). Trash Receptacle: John cleaned the area around the dumpster, contacted the Restaurant, and asked them not to allow trash to overflow. Personal use of the dumpster by employees may be part of the problem. Birds pick out trash and it gets strewn around the area; bears will cause more problems. He spoke with At Your Disposal to pick up on Saturday after they missed the scheduled Friday trash removal. Ideas to improve the situation were discussed including a better way to secure the cover, a new chain and lock, a fenced barrier to enclose the dumpster where the trash company can easily get to it, a second dumpster for the restaurant, having the restaurant schedule twice a week trash removal, obtaining a larger dumpster. John will check on replacing the dumpster with one that has an operational locking mechanism. Each owner would need a key as well as the trash company.
 - c (2). Pallets: The owners of Building A will have the stacked pallets removed.
 - d. Outsourcing Accounting function: John and Eric were contacted individually by an unnamed owner who had concerns about the outside accountant being considered who they said had been dismissed from an HOA with cause. It was suggested that Wen, who has not been approached, talk to the owner who shared the concern or talk to the candidate outside of a meeting to get clarity on the issue. Wen asked the owner name to be disclosed so she may also speak with the owner and their concern (just as the other directors’ opportunity to do so). Neither directors (Ranson or Hittle) would disclose and suggested they would have the owner contact Saunders directly. Using a different accounting service or a current POA owner/member who provides such services was discussed.

7. Board Policies: - The nine CCIOA policies, mandated in 2006 for HOAs, were probably not adopted when the POA was started because no one was aware of the requirements. Don shared the governance policies for Colorado HOAs and ownership organizations. It was suggested that the existing Loma Linda Subdivision HOA policies be used as drafts for the POA as they have already been through the legal approval process allowing the POA to spend funds on actions needed at the PAV location rather than on money for lawyers. The POA Bylaws, which need to be reviewed, must correspond to the nine mandated policies. Eric will upload all policies to his 360 Share Point site with editing/tracking features so each board member can review them. At a work session scheduled for Wednesday April 7th at 4:00pm, comments will be reviewed. All owners will be invited to the work session or be invited to review the modified policies once posted on the website for the required 30-day review process. Eric will check into the non-mandated policy on privacy and cyber security which may be required by the POA since insurance documents kept by the POA may need to be confidential.

John asked for and received a Travelers Insurance quote for the Plaza at Aspen Village. Wen will get a proposal from the current insurer to allow for a comparison. This will be added to the April agenda.

8. The next regular meeting will be via Zoom on Wednesday, April 21 at 5:00pm.

9. The regular meeting was adjourned at 6:30pm.

The Board moved into Executive Session at 6:35pm to discuss past due owner account. The executive session was adjourned at 6:54pm.

Sharon Jennings/Recording Secretary

Minutes approved May 19, 2021 as written.