

Plaza at Aspen Village Property Owners Association
Board of Director's Meeting
Tuesday, May 28, 2024

The meeting was called to order at 4:07pm by president Eric Hittle. Directors present: Jason Peterson, Eric Hittle, Drew Mackey.

A motion to approve the minutes of the April 16, 2024 Board meeting as written was made by Jason Peterson, seconded by Eric Hittle, and approved by a vote of Jason-Yes, Eric-Yes, Drew-Yes.

Jason reviewed Financial Reports through April 30, 2024. 1) The Profit and Loss Statement showed Ordinary Income from water surcharge, owner assessments, and rental as \$15,371.75, Other Income from interest and contributions to Reserves as \$8,135.15, and Total Expenses primarily from insurance, snow removal, and utilities as \$12,896.48. Janitorial expenses are within budget though they may be charging a catch-up fee. 2) There was an issue with banking access but it has been cleared up. The Balance Sheet shows the checking account balance as \$29,378.24 and the Reverse account balance as \$40,419.30. The Accounts Receivable report shows all owner payments up-to-date. There were some small overpayments made. A motion to approve the financial reports as presented was made by Drew Mackey, seconded by Eric Hittle, and approved by a vote of Drew-Yes, Eric-Yes, Jason-Yes.

Old Business:

A section of the roof was loose and flapping due to the recent windstorm. The panel was peeled back and damaged and there are holes where screws were pulled out. Eric was able to screw down the damaged section the evening it was reported by ABBA but the panel will need to be replaced. Eric contacted Sam Gingrich/Circle G Roofing to get on his agenda. The holes in the panels could be filled with silicon in the interim if Circle G is not able to come out soon. Snow guards and heat cords should be installed before winter to eliminate buildup of ice dams which would also reduce damage to the roof from manual ice removal. Some sections of the wood on the sub roof are deteriorating along the end and not holding the screws. It does not appear that an ice shield was ever put on the roof which would have kept the wood from getting wet. Drew reported there was a very steady drip from the last heavy rain coming in from the vent/air duct in his office. This will be included on the list for Circle G to repair.

Jack Hittle mowed the PAV lawn and may be able to continue doing this for the summer. The bill for that service will be dropped off to Cindy or emailed to the accounting office.

Another Fire inspection was done at the upstairs therapist's office. The Fire Department had concerns about the use of power strips and the phone packs covered. UPS should be acceptable. Eric needs to order the building address plates. New keys for all offices need to be put in the Knox box at the back of Building B1. The Fire Department has a lock on it but we must coordinate with them on how to make sure they have the new keys and how to get the PAV's keys into it.

Jason has not heard any further updates from Strohecker Asphalt about fixing potholes in the parking lot. It was noted that they are not as bad as last year and not right in the entrance area.

New Business:

The old brass lock to the dumpster seized up and could not be used so only the chain was across it. Someone filled the dumpster with personal trash. A new brass lock was purchased and attached, but once that load was emptied, PAV tenants who were holding back their trash filled it again and it was so full the lid would not shut properly. It was open enough so the crows pulled out a lot of trash which was strewn around and had to be picked up. Trash is usually picked up weekly on Monday but it was still full today but was not picked up due to the Memorial Day holiday on Monday. Board members have the new combination lock code.

Drew reminded the board that Launie Anderson's building, B2, has some roof damage issues which need to be addressed with Circle G Roofing. There are areas where roof maintenance is required now and must be dealt with.

The new cleaning crew (Isabella and Julie) is doing a great job. Their requests for specific cleaning supplies have been filled. There may be an invoice coming from a substitute crew (Joanne) who filled in for a couple of weeks.

The next board meeting will be Tuesday, June 18th at 4:00pm via Zoom online.

The meeting was adjourned at 4:43pm.

Sharon Jennings/Recording Secretary

Minutes approved June 18, 2024 as written

