

**ELK RUN VILLAS
TOWNHOME ASSOCIATION
ANNUAL MEETING MINUTES October 25, 2019**

The regularly scheduled Annual Meeting of the Elk Run Villas Townhome Association was held on Friday, October 25, 2019 at the Elk Run Villas Clubhouse. Board Members present were Kevin Crumpton, Diane Willoughby and Yvonne Psaila (see note). Present from Red Mountain Community Management was Josh Shramo and Sheila Skaggs.

The meeting was called to order at 5:06 P.M.

PROOF OF NOTICE and CONFIRMATION OF QUORUM

Pursuant to the Bylaws, the Notice was mailed out prior to this Annual Meeting in accordance with CCIOA, which met the Proof of Notice obligation. The representation of more than twenty percent (3 units) is required to constitute a quorum. The unit owners noted below fulfilled said requirement with ten (10) Owners present and three (3) Owners represented by mail in Proxy.

UNIT#	OWNERS PRESENT	UNIT#	OWNERS BY MAIL-IN BALLOT
9572	Paul and Romita Wadwa	9574	Dan and Susan Pagliarini
9579	Diane & Lance Willoughby	9573	Terry Boren
9580	Kevin & Beth Crumpton		
9579	Laura Johnson		

***Yvonne Psaila previously of Unit 9578 was in attendance in consultation only as the previous Treasurer of Elk Run Villas. Her unit sold and closed in the week before the Annual Meeting.

The 2017 annual meeting minutes were reviewed.

APPROVAL OF MINUTES

The Motion was duly made and seconded to approve the Annual Meeting Minutes of October 26, 2018 as submitted. Motion passed unanimously.

MANAGEMENT REPORT – Josh Shramo

- Drywall in Clubhouse was repaired from a copper line leak
- Some walkway boards were replaced this last summer.
- The hot tub will need a new breaker in the spring. It will at times overheat and shut down.
- During maintenance this summer, it was noted that there is manhole cover which leads to a vault for overflow water. It will eventually need to be cleaned out of sediment but at the present time, it is OK.
- Walkway staining was completed but it is an item that will need to be done yearly because of snow shoveling damage.

- There was early large snow fall this month and the walkways were shoveled but a homeowner noted that the back was not done correctly. Josh will communicate the HOA expectations to the crew members.
- Turner Morris did heat tape and roof inspection and found some heat tape not working. They will be back onsite to repair the nonfunctioning heat tape. November is when heat tape is turned on for the season.
- Tolin Mechanical came out to inspect the boilers and found heater fans not working in the garage but they are functioning now.
- A water leak slow drip was reported coming above the garage entry but the leaking stopped. Countywide Plumbing came out to inspect and an Aquastat might need to be replaced.
- The driveway heating system is functioning properly and glycol levels are OK.
- Snake River Water District has ordered backflow prevention devices on all multi-unit developments. They still need to provide Elk Run Villas a deficiency report so the HOA knows what to address.
- The bike rack that was installed last year is being utilized and the members would like another rack installed by the storage cage.
- The camera system installed last year is working for garage area surveillance.

Final results of amendments proposed at 2018 Annual Meeting and finalized in January 2019:

Amendment 3 – Reserves - was approved after the 2018 Annual Meeting by the membership.

Amendment 4 – Pets - was rejected after the 2018 Annual Meeting by the membership.

FINANCIAL REPORT- Joshua Shramo

Josh reviewed the Board approved 2019 Budget and September financial statements. The RMCM Management fees are increasing by \$50/month. Water/Sewer line item is increased to allow for rate increase. In Unit Amenities line item is not correct and will be adjusted to total \$6864 for the year.

The decision has been made by the board and the owners present to maintain the current dues where they are (without an increase). There is a need for a special assessment to replenish reserves used for the multiple copper line pin hole leak occurrence's in the last two years. A discussion was held concerning the need for the special assessment based on future expenditures and loss history. A special assessment in the amount of \$3,000 per unit will put the Reserves income at \$44,028. All owners present were queried for comment and all owners present at the meeting agreed to the Special Assessment.

MOTION: Upon motion made by Kevin, duly seconded, and unanimously approved, a total Special Assessment of \$30,000 is levied to all units divided equally.

MOTION: Upon motion made by Kevin, duly seconded, and unanimously approved the 2020 Budget is ratified as amended.

NEW BUSINESS:

- A homeowner would like the copper lines within a unit replacement completely if a leak is detected instead of a spot repair. Should insurance claims be filed instead of the HOA paying for repairs if the damage is extensive enough to warrant a claim being filed? The deductible is \$10,000 per loss. This is a topic of discussion that will be sent to owners in the next couple of months for comments and resolution.

ELECTION OF DIRECTORS

Kevin Crumpton, and Diane Willoughby are willing to run again. Yvonne Psaila sold her unit so will no longer be on the Board of Directors. The members thanked her for her dedication and service to the Board. No other nominations were presented. An email will be sent out to all owners seeking another member to serve on the Board of Directors.

MOTION: Upon motion duly made and seconded to elect the current slate of directors by acclamation. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 6:32 P.M.

Annual Meeting for 2020 - It was discussed amongst the members, and a Saturday meeting might be better for everyone so the next Annual Meeting is scheduled for October 24, 2019 at 5:00 PM in the clubhouse.

THE ELK RUN VILLAS HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS – POST ANNUAL MEETING October 25, 2019

The following officers were designated: President Kevin Crumpton, Vice President/Secretary Diane Willoughby, Treasurer is open