



3rd Quarter Board Meeting Minutes

Wednesday, August 14, 2019

4:00 pm – Board Meeting Commenced

Attendees

Board Directors: Cliff Gilley, Dorie Ross, Phill Moon, Coco Carino Groth, Rifat Siddiq, Larry Fischer

ROA Staff Members: Amy Atchison (Director), Connie Harrington (Accounting Manager), Noreen Fassler (Office Manager), Kayte Beatie (Community Manager), Melinda Lee (Outreach Manager)

Procedural

- Meeting called to order by Board President Cliff Gilley; quorum met.

Public Comment

- None.

Approval of Meeting Minutes

- Minutes from the June 12, 2019 Board meeting were sent via email on 06/12/2019. Board confirmed approval at the Board meeting.

July 2019 Financials

- Board Directives for Reserve Expenditures were reviewed by Association Director and signed by Board Members:
 - Eagle Nest – 02 – (2019) Replacement of gate exit loop. Component #138.
 - MSTR – 04 – (2019) Repair a main line. Component #170.
 - MSTR – 05 (2019) Replace server, seven-year warranty and upgrade to Exchange 2016 on site email. Component #785.
- Financials year to date were reviewed.
 - Account delinquencies as of July 31, 2019 are below 1%.
 - Document processing quarterly reconciliation shared with Board. Document processing quarterly report balanced with general ledger.

2018 Audit

- The Board reviewed the 2018 Audit report. The Association received a clean audit.

2020 Budget Preparation

- Staff budgets are complete. Director is working on draft budget to send to Budget Committee. Board discussed future planning for technology updates, staff space, and service needs. Director will work with special neighborhood committees to develop their budgets.

Policy 19 Discussion

- Board discussed resident concerns and frustrations regarding policy 19. Various scenarios and emails from concerned residents were shared. Parking and storing of both recreational vehicles and work vehicles were considered in the discussion. At this time, no changes to the policy or to the Associations position regarding the parking of work vehicles in the community will be made.

Future Assessment Planning Strategies

- The Board recognizes that expenses will continue to increase, and the Association revenue stream will plateau when build out is reached next year. In preparation of future need, the Board discussed strategies for gathering community input regarding possible assessment increase strategies to be implemented in the coming years. This topic to be included in the October Board retreat.

Quarterly Staff Reports

- The Community Manager, Accounting Manager, Outreach Manager, Office Manager and Director presented position updates to the Board of Directors.

Around the Table

- Time was spent in open discussion between Board and the Director on the following:
 - September 7 Annual meeting format.
 - Motion to send a donation to Habitat for Humanity in memory of Dave Dorothy was made and unanimously approved.
 - Recent “A Supportive Community for All” conference attended by Rifat (Board Director) and Association Director.
 - Status of application review for the open Communication Manager position.
 - Ongoing concerns with NLS services and landscape maintenance.
 - Need for updating website and other system technology.
 - Status of the current Board of Director election.
 - 150 ballots received as of meeting time.
 - Master Association assessment obligation for low-income communities.

5:30 pm – Open Session Adjourned – Enter Executive Session

5:50 pm – Executive Session Adjourned