

## MEETING NOTES

Attendees: Tammi Gardner, Elizabeth Gillis, John McClow, Kathleen Seward, J Wenum

Absent: Zach Husted

- A. Welcome & Introductions: New Members – Tammi Gardner, J Wenum
- B. Approval of Agenda – approval requested  
Motion to Approve by JM; seconded by JW; All approved
- C. Approval of Minutes from February 6, 2023 Meeting – approval requested  
Motion to Approve by J Wenum, second by John McClow, All approve.
- D. Budget Discussion – approval requested
  - 1. Bookkeeper – new proposals: Discussed the option to outsource the bookkeeping duties. The suggested cost with no formal written proposal at this time is approximately \$4200 to \$4500 per year.
  - 2. Proposed May 1, 2023 – April 30, 2024 budget (emailed to board members)  
Discussion: A review of the next steps in the budget process – boards receives a draft budget letter for the coming fiscal year via email tomorrow, board members will then reply by email to approve the budget letter. The final letter will contain the date of the meeting held at Law of the Rockies in which homeowners can refute the proposed budget. The final letters will be sent to all homeowners to allow 30 days prior to the meeting and 30 days prior to May first. The letter will also contain a consent form for electronic billing for all dues and regular communications moving forward.

JM motions to approve the new budget as presented, and the next steps; TG seconds; all approve.

- E. New Business
  - 1. New construction proposal for 88 Pashuta/Colbert – approval requested (plans emailed to board members)  
JM motions to approve the plan for a new modular home as presented; TG seconds; all approve.
  - b. Appointment of Treasurer  
Elizabeth Gillis nominates Tammi Gardner to become new treasurer of the HOA board; John McClow seconds the nomination; all approve.

- F. Next Meeting  
The next meeting will be decided in the next few weeks in order to let the new budget and bookkeeping processes to get launched. Possibly some time in April.
  - 1. Agenda items requests for next meeting – no requests brought forward.

- G. Adjournment: Motion to adjourn by TG; seconded by JM; all approve.