

**INDEPNENCE SQUARE CONDOMINIUM
OWNER'S ASSOCIATION
BOARD MEETING MINUTES
May 13, 2019**

Call to Order: Meeting called to order at 5:00pm. Board Members present were: Jeanne Larson, Nancy Weiler, Laura Mack and Forrest Scruggs from Realty One, Inc.

OLD BUSINESS

APRIL MINUTES

April minutes updated to correct next meeting date to May 13, 2019 at 5:00 pm.
April minutes approved.

BRICK REPAIR

Unit # 4621 brick repair on garage not done.

POWER WASHING

HD Repairs will post date and time they will be power washing units.
They will also post instructions to unit owners.

PRIVACY FENCE

Unit # 4691 A three way split of the cost to replace the privacy fence between unites has been agreed on. The HOA received a bid of \$2350.00.
Forrest Scruggs will get the contractor started on the job.
The Contractor is Hogan Construction.

NEW BUSINESS

FINANCIALS

Financials approved

POLICE REPORT

Unit # 4671 have been notified of the noise time restrictions - next police report there will be a fine.

SPRINKLERS

Sprinkler repair was done - included electrical timer replacement and line/head replacement.
Motion by Jeanne Larson, seconded by Laura Mack to pay the cost of \$862.75.

CRAWL SPACE COVERS

Crawl space covers are on line with Liberty Home Improvement.
Laura Mack volunteered to take a look at what they have to offer.
Laura Mack will email information to Realty One, Inc.

REIMBURSEMENT

Motion was made by Laura Mack, seconded by Nancy Weiler to reimburse Jeanne Larson for cost of landscaping materials used on the work day.

PET WASTE

Pet Waste removal signs will be put up in front grass area to hopefully remind pet owners to remove their pets waste. This will be the first step towards keeping the front grass areas sanitary.

Next meeting June 10, 2019 at 5:30 pm.

Meeting adjourned 6:30 pm.

**INDEPNENCE SQUARE CONDOMINIUM
OWNER'S ASSOCIATION
BOARD MEETING MINUTES
February 11, 2019**

Call to Order: Meeting called to order at 2:00pm. Board Members present were: Jeanne Larson, and Nancy Weiler.

Old Business:

- Has anything has been done to repair the brick damage to the garage at unit # 4621.
- Jeanne Larson will need a copy of the Rules and Regulations for the Annual Meeting March 11 at 6:30 pm.
- Have the updates to the Rules and Regulations been completed and copies sent to owners.
- We hope to discuss the Rules and Regulations with the residents.
- Crawl Space Covers - Have we gotten quotes from the contractors that gave us their phone numbers concerning construction of new crawl space covers.
- We were told they might be constructed to be lighter in weight and may cost less than \$500.00 apiece.
- Ron needs to remove sucker tree from the back yard of unit 4671.
- It has gotten very large and is leaning on fence.
- Would be easier to remove now while the tree is not leafed out.
- Ron needs to make contact with the owner to find the best time to remove the tree.
- Ron needs to remove large pine tree in front of unit # 4697.
- This removal has been pre - approved for some time now.
- The HOA gave him a deadline or we will hire another person to remove the tree.
- Correction to January minutes – Jeanne Larson made a motion to correct the January minutes concerning the Annual Meeting - The Annual Meeting will be March 11, 2019 at 6:30 pm. instead of April 8th.
- The minutes were approved by Nancy Weiler as corrected.
- We are still waiting for conformation that the meeting will be held at Pennington Elementary School.
- Profit and Loss Overview - Discussed that tree maintenance needs to be increased to \$1500.
- A copy of expenses for the 2018 year (when Realty One took over) will be needed for the Annual Meeting.
- Hopefully showing residents how much the expenses are and what is covered may help with complaints.
- Jeanne Larson wants copies to review of invoices before payment to help track expenses.
- We have experienced over charging by vendors in the past.
- To review with Forrest Scruggs - 2019 Landscaping and Maintenance Contract Bid.
- HOA has questions.
- HOA would like to look into power washing the front of all unites.
- Bids to cost of project.
- Would like to complete project by June 1, 2019.

Walk Through:

- After meeting Jeanne Larson and Nancy Weiler walked through Independence Square -
- Laura 4691 - on going fence issue.
- Has the letter asking the neighbor at 4693 if they would be interested in sharing the cost of building a wooden fence between the two units.
- Jeanne Larson and Nancy Weiler walked to back yard of Laura unit - 4691 - to observe the back yard unit 4693.
- We saw a large amount of pet waste around yard and cement area frozen in the ice and fresher waste laid on top of the ice.
- Looked as if no attempt has been made to control acclimation of pet waste.
- What is our next step with this un - sanitary issue.
- Ron - Unit #4695 the tree inside the fence needs to be trimmed.
- Several large lower branches are laying on top of the garage and fence.
- Shed - Unit # 4679 - The add on shed needs to be painted again - to match the fence color.
- Flowering Vines - Unit # 4681 - The flowering vines need to be removed from the fence.
- The vines do damage to the fence through the growing season.
- Spray Snow - Unit #4665 - The spray snow on the front window (used at Christmas time) needs to be removed .

Meeting Adjourned: 3:30 pm

Next meeting is the Annual Meeting at 6:30pm hopefully at Pennington Elementary School.

**INDEPENDENCE SQUARE CONDOMINIUM
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BOARD MEETING MINUTES**

January 14, 2019

Call to Order: Meeting called to order at 4:03 pm.

Board Members present were: Jeanne Larson, Laura Mack, and Nancy Weiler and Forrest Scruggs of Realty One, Inc.

November 12, 2018 Minutes:

- Has the damage to the garage brick work on unit #4621 been completed? Forrest Scruggs will check on this

Approval of the November 12, 2018 Board of Director's Meeting Minutes: The November 12, 2018 Meeting Minutes were approved, Motion by Jeanne Larson and seconded by Nancy Weiler, all approved.

Reviewed Financials:

Transaction Accounts – HOA would like clarification of billing to make reviewing clearer

Profit and Loss:

- Forrest Scruggs explained how the Profit and Loss Budget works
- Forrest Scruggs will send copies to HOA and some of the bills
- HOA needs to budget more money for Insurance, Sewer, Trash, Water, Landscaping and Tree Maintenance for the coming years
- These increases in our reserves will help with billing increases

Open Issues:

- If not already done, updates of the Rules and Regulations need to be sent to residents
- Crawl Space Covers - Nancy Weiler gave Forrest Scruggs the phone number of Tom to get a quote for the product he makes to cover outside crawl spaces. He was referred to the HOA by the owner of 888 Heating and Air in Centennial, Co. His product may be lighter in weight and less expensive than our other quote. The measurements are approximately 5' x 5' x 6"
- Landscaping – Jeanne Larsen will get a quote for future landscaping on Independence Street. sprinklers - Terry (who is Terry – Last name with what company) needs to start repair work on sprinkler systems again - as weather permits.
- Fence Request - The HOA will not approve fence replacement for unit # 4691. Unit # 4691 will send photos to Forrest and Jeanne of the portion of the fence that was not completed when HOA replaced the fences for Independence Square. The HOA will send a letter to unit # 4693 to see if they would be interested in sharing the cost of a fence with their neighbor unit # 4691

Next Meeting: Next meeting February 11, 2019