

**Monroe Place Townhouse Association
Annual Meeting Minutes
Tues. Feb 5th, 2019 at 6pm
212 S.Monroe Street, Denver CO 80209**

Present

Kevin Salsich (200)
Doug Capps (208)
Hartly Goldstone and Loyce Forrest (212)
Larry Cormier (214)
Deborah Wein (222)
Rod McNeill (226)
Greg and Sarah Blais (230)
Forrest Scruggs (Realty One)

Call to Order / Determination of Quorum

Kevin called meeting to order at 6.08pm and a quorum was noted as present. Forrest passed out the Agenda, 2018 minutes and Financial Report. 2018 Minutes ammended to read 'dropped 2" 'in place of 'dropped a little' in item 3 Old Business. 2018 Minutes approved unanimously with this edit.

Financial Report

- Kevin advised no changes to HOA Monthly Dues. Unanimously agreed.
- Special assessment process will continue to be used for all big ad hoc items in order to keep monthly dues to a minimum. Special Assessments have happened approx. 4 times in the history of the units to date. Unanimously agreed.
- \$3,306 will be moved from checking into reserves - which has reduced to \$888. Our reserves were depleted due to 'extras' to what was budgetted (see financial report).
- There was a discrepancy in the accounts handed out and the version sent ahead of the meeting to Kevin. Forrest to advise Kevin on line item of gas/electric \$306 and remove entry for 'fraud - \$0
- Forrest to send full breakdown of Lawn/Grounds Maintenance expenditure. \$8300 was spent in Jan-Dec 2018. A breakdown will assist in comparison shopping & negotiations. We are a stand alone contract with B&E.
- HOA Insurance company has changed from American Family at \$15,000/annum (who wouldn't renew due to us filing claim/loss report). HOA now insured via Enguard <http://engardefinancial.com>. Annual premiums are \$12,000 (saving \$3,000). There is however, a very high deductable for hail - 5% of total property value (estimated at \$700,000 per unit). All Monroe Place owners strongly advised to send by-laws/covenant to their own home insurance companies - to ensure they are covered, in the eventuality we have to meet the HOA deductible.
- Hartley & Loyce are shopping around for home insurance - happy to receive any recommendations.
- Larry requested and all agreed that in future financials will be distributed by Forrest no later than a week in advance of the annual HOA meeting.

Ongoing Business

1. Loyce resurrected the poor condition of Monroe Place front gardens. All agreed this is now a priority, to preserve property appearance and value. Kevin stated the most important/first step was to raise the beds and make them horizontal, rather than sloped. All agreed. Loyce proposed we also remove the old junipers and that some HOA members undertake to do our own planting of some annuals (as a way of reducing costs). Loyce, Debbie and Phil will form a Garden Committee, in Spring and source some bids, propose some options and make recommendations.
2. Parking issues and loud music being played has decreased significantly.
3. Deborah's windows were not done yet and the issues are worsening and ongoing. Andersons came out and gave Deborah a quote of \$19,000. Kevin will take a look. Additionally, Kevin advised that as the windows on all units are original and getting old, it would be wise that we start getting comparison bids for renewing them now. Deborah will take the lead on this and report back.
4. Recycling/Composting: All reminded NOT to put plastic / trash bags in Recycling bins. Dirty containers/cardboard are Trash not Recycling. Not many are composting and Kevin encouraged us all to use the composting bin more - pick up is by 10 on Tuesdays still. It's only been full twice - both times with leaves.

New Business

1. Fences: Some fences have had repairs or new concrete poured for posts in recent years. Some others have not and are now in need of new posts, concrete or repair / fresh paint. Deborah has submitted photos of both fences between her and Rod and her and Meira's units, as requested, to Realty One. Kevin will look at fences, identify those in need of repair/replacement and get quotes.
2. Security: Hartley observed someone going through recycle bins, presumably looking for identity information. Also Larry/Phil and Loyce/Hartley have had experiences of someone trying the front door handles, to gain access. Recommendations: Shred any materials with private information on them (Citywide Banks and Channel 9 News both hold Shredathon's). Keep doors locked / use alarms if have them & be mindful of home security.
3. Deborah advised that Denver Water's cover between her and Rod's units (222 & 226) is sinking. Rain puddles there on the sidewalk and the sidewalk slabs are buckling. Kevin will take a look and contact Denver Water re the cover and advise on the slabs.
4. Garage at Unit 212 is filling with an inch of water when snow melts from backyard gutter overflow. Loyce/Hartley will try clearing and flushing the gutters with a hose. Kevin happy to assist.
5. Realty One Security. Forrest advised windows at the office now have bars and there are no printed materials, with HOA members' routing numbers on, kept at the office now.

Election of officers

Kevin unanimously reelected President.
Greg unanimously reelected Treasurer.
Sarah unanimously reelected as Secretary.

Adjournment

Meeting was adjourned at 7.04pm. Appreciation was expressed to Hartly & Loyce for hosting. Meeting minutes submitted by Sarah Blais (2.8.19)