

January 9, 2018

Stillhouse Canyon Board Meeting Minutes – Monthly Meeting

Attendees:

David Greene	Vice President
Seth Klempner	Member-at-Large
Mike Hill	Granite Properties
By Phone:	
Carolyn Wright	President
Kefren Greenstreet	Treasurer

David called the meeting to order at 6:36 pm.

November minutes distributed since there was no December meeting. David wanted the November minutes edited to reflect that Mike had asked the contractors to tarp up their ladders and building supplies and that has happened. Motion to approve minutes seconded and approved.

Owner Comments

Phil Rothblum (Unit #239) was present, but had no comments or questions.

Old Business

Status of general building repairs: building 15 is still almost done. Seth provided a list of issues that still needed to be dealt with; siding to be stained, a light that was broken by the crew, nails to be hammered in, drainage pipe that still needs to be checked and cleared, new dryer vents to be painted and installed, dryer vents to be cleaned out, and there were questions about the carport and if the refresh job was good enough. Mike will be on the property again Friday January 12th to check again. Seth will report again once the contractor says he is officially 100% done. Carolyn said that the building does not need to be perfect, only good enough. Seth's reply was that we need to be sure the work that is being invoiced is being completed--basically if the HOA is paying the contractor to fix it, then it needs to be fixed and fixed right.

New Business

Approval of all actions taken via email since last meeting; the board has passed a rule change allowing all checks to only need one signature. This is standard practice and will help us not have any bills paid late. The rule change is currently with our attorney to be formally ratified.

Kefren did say that she is in favor of this rule change but also believes it is valuable for someone on the board, likely the treasurer, to review the general ledger each month. This person can ask questions like why a certain cost was so high or low and basically keep an eye on the expenses. The general ledger for Stillhouse is 15-20 pages each month; December's was 19 pages. David volunteered to review the docs.

Planning for the upcoming annual meeting which is February 13th, everyone agreed to their topics and Mike will be asking for Ashley from Granite Properties to attend also.

Manager's Report

December 2017 Total Income:	\$42,991.75
December 2017 Operating Expenses:	\$36,858.37
December 2017 Non-Operating Expenses:	\$48,000.00 Transfer to Reserves

For December 2017, the association had the following summary of accounts:

Operating Account Balance:	\$8,744.57
Money Market Fund Balance:	\$250,776.19
Total:	\$259,520.76

December is the month the HOA performs its reserve transfers. Overall this year the HOA added \$48,000 into the reserve fund. Receivables are very low and in a good position. Total on the report was \$567.00 owed but already more than half of that has been paid. For the year, the HOA was about 2.9% over budget. In December the HOA did experience an immediate plumbing issue between the common areas of 218 and 118, total cost between plumbing fix and drywall repairs will be about \$6,000.00 . The reserve balance is currently \$250,767.19

David made a motion to adjourn the meeting at 7:12pm, seconded by Seth. Meeting adjourned.