

**Shadow Creek Condo Association  
Board Meeting Minutes  
October 12, 2015**

Present were: Bobby Floyd, Jerry Jacobson, Carolyn and Jerry Carroll, Roger Gridley, Sam Maphis, Mary Nakashian by phone and Bob Wegner by Skype. Helen Cartwright represented Bartlett Property Management.

The meeting was called to order at 2:10 pm. We have a quorum.

Approval of Agenda:

Bobby moved to approve the agenda. Jerry seconded the motion, which passed unanimously.

Approval of Minutes:

Jerry moved to approve the minutes of the August 20, 2015 meeting. Roger seconded the motion, which passed unanimously.

Financial Statements:

At the end of September we had \$175,343.83 in total assets.

All expenses are normal. One owner is delinquent by one month

Mary moved to approve the financial statements. Roger seconded the motion, which passed unanimously.

New Business:

*Pool renovation:*

We have bids from Quality Pools and Aquality Construction to repair the leaks and re-plaster the pool. The Board will discuss this further and line up the work to take place in spring 2016.

*Elevators:*

Both elevators should continue functioning until at least 2017, at which time they will cost \$60,000.00 each to replace.

The doors on the 315 elevator are not working correctly. This repair is not covered by our contract and will cost \$2900.00. Bobby moved to approve this repair from Thyssen Krupp. Roger seconded the motion, which passed unanimously.

*Financial Review:*

Bobby and Jerry met with a CPA from Anton Collins Mitchell to discuss having a review of the Shadow Creek financial reports. This will cost between \$1000.00 and \$1500.00. Roger moved to proceed with the review. Carolyn seconded the motion, which passed unanimously.

*Tree Trimming:*

Helen presented a bid from Reinholt Tree Care to trim the trees at Shadow Creek. The Board had questions about the scope of work, so Carolyn will meet with Chris Reinholt to review the bid. The Board will vote on this by email.

*Landscaping:*

Sam has got permission from the City to trim back some branches that block the view of the creek bank. Green Spaces have given a bid of \$1300.00 for two days of labor by two men. We will re-visit this in the spring.

*Proposed Budget:*

Helen has prepared a draft budget for initial discussion. Sam and Roger both suggest a small dues increase to keep in line with increasing costs. The budget will be finalized once we have the year-end financials.

*Governing Documents:*

Signed copies of the Bylaws and one amendment to the covenants cannot be located. Mary recommends that the documents are reviewed by a lawyer so we can decide how to proceed.

Old Business:

*Painting atriums:*

We received a bid from Secor Painting to paint the atriums in both buildings for \$2800.00. The Board decided not to proceed with this work.

*Bicycles:*

Residents have 5 more days to identify their bikes. Any remaining after that will be disposed of. Sam will put a sign on the bike attached to the outside of the fence.

*Guttering:*

The gutters have been installed on building 315. All gutters need to be cleaned.

*Committee Sign up sheet:*

We will invite homeowners to participate in the various committees at the Annual Meeting. Committee members do not need to be board members, but it would be good to have at least one board member on each committee to encourage action.

*Snow Removal Contract:*

Bobby moved to approve the snow removal contract from Trident. Roger seconded the motion, which passed unanimously. We will ask them to be careful of the lights and the parking blocks.

Homeowners' Concerns:

The intercom for 337 #315 is not working correctly. The part that is broken is obsolete, but it may be possible to use the part from the intercom at #303.

Sherry asked about the procedure for making modifications to her unit. Sam will help her with this process.

All owners should have a spare key in the lockbox, in case of an emergency. Bobby will send an email reminder.

Mary will update the owners / tenants list by the end of the year.

Next Meeting Date:

The dates for the Annual Meeting and the next board meeting are to be arranged.

The meeting was adjourned at 3:55 pm.