

## CASOLAR HOA BOARD MEETING

April 24, 2023

Start 6:10 Zoom

### Attendees:

Reid Phillips, Brendan McCarthy, Seanna Mulligan, Jon Gurka, Mike not available for rescheduled meeting.

1. Treasurer Report
  - a. Operation account balance \$26873
  - b. Reserve account balance \$ 28,288.34
  - c. Capital Improvement account \$23541
  - d. Plowing contract is \$2900 for 6 months. TL \$17400
  - e. HOA has not received the plowing extras amount which we receive for extra plowing work.
  - f. Andy, the landscape contractor, is paid in full.
  - g. McWilliams 1141B is paid, however the funds are still with the Attorney. Our HOA portion has not been sent to our accountant.
  - h. Legal fees have still not been charged to homeowners.
  - i. Brendan to supply actuals compared to budget with 22-23 comparison. The board to review actuals.
2. Landscaping
  - a. Katie from Concepts needs to know our budget.
  - b. Reid met with TOV about Casolar flower/planting bed South of Casolar entrance along Vail Veiw. Per TOV planning and maintenance, this is a TOV right of way. No planting will be added or maintained at this location.**
3. Old Business
  - a. Application for the Tri-plex has been received. Jordan may not contact the HOA Board
  - b. Motion
    - i. Reid motioned that a "No Parking" sign be posted on the planter/rock wall East of 1121 East. Unanimous approval
  - c. Reid spoke to Todger Anderson about past minutes (late 1990 to 2008) or information that the HOA is not in possession of. Todger was not the secretary, so he does not have that information.
  - d. Zoom details for all homeowners to access HOA Board meetings to be sent to Donna for website posting.
  - e. Brendan asked if his email notifying the board of a submittal sufficed for all 3 tri plex owners. Initially, Brendan was told yes but after the meeting Reid sent an email asking for each tri plex owner to approve the submittal.
  - f. Discussion of meeting protocol.
    - i. Establish a schedule and follow the meeting schedule.
    - ii. Advice from attorney about actions taken and decided on email. These emails must be preserved. We decided these items should be included in minutes. Stay germane to the subject matter when on email, describe the thought process and decision.
    - iii. Items that must be kept forever, minutes, actions taken by the board, homeowner submittals, legal items. Other banking and financial only need to be held for 7 years. If it was major for the HOA keep it.
    - iv. Meeting protocols are on our website.
    - v. Triplex submittal was tabled till Mike can attend. Send questions and discussion on email.

Adjourned 7:28 PM

Next meeting 5/8/2023 at 6:00 PM – Respectfully submitted.  
Seanna Mulligan