

**LULU CITY ASSOCIATION
SPECIAL MEETING OF BOARD
Wednesday, July 5, 2023, 3:30 P.M. (MDT) / 5:30 PM (EDT)
Location: Zoom Conference
Minutes**

1. Roll call, determination of quorum and certification of proxies.
Board Members: Dan Peterson (6I), Jill O'Dell (6G), Andrea Booth (4C), ski (3F), Jennifer van der Borgt (5C), Barb Nazari (3B), Mary Koprowski (3F)
Owners: Walter & Pam Maurer (6M), Michael & David Zutler (5F), Rekah Patel (6P), Bill McDermott (5A) and Kristin Akbasli (6Q) join at roughly 3:42 p.m..
Proxies: NA
Others: Judi Balkind, HOA manager, Nicole Pieterse, HOA Attorney. Matt Lewis, Magpie Maintenance
Jill O'Dell called the meeting to order at 3:36 PM.
2. Motion to Approve/Waive Notice of Owners/Members Meeting.
Barb Nazari moves to approve, Dan Peterson seconds, motion passes unanimously.
3. Determination of quorum of Board – Majority of the total number of Directors seats (both filled or vacant). **Board is 6, Quorum 4 Act of majority of quorum of Directors is an act of the Board; 4 Votes = act of Board**
4. Approval of Agenda: ***Barb Nazari made a motion to approve the agenda as presented. Jill O'Dell seconds, all vote in favor, motion passes.***
5. Approval of the Minutes for the Owners and Board meeting on June 20, 2023
David Zutler asks that the minutes reflect that funds from the assessment are to be used first to pay off the loan and then the balance to go to repairs/capital fund. Mary Koprowski makes a motion to approve the minutes with this clarification, Barb Nazari seconds, motion passes unanimously.
6. Request from an owner to speak on an agenda item. N/A
7. Old Business: Beautification committee:
 - a. New pool loungers are here and additional landscaping with native species provided by owner Fred Phillips (3A). Bill McDermott noted that additional irrigation will be needed long term and there are some transplant opportunities in the abandoned beds between buildings three and four.
8. New Business:
 - a. Board discussion on requests from owner (s) on payment plan for the special assessment. Nicole will work with Kurt Shugars to work on schedules and the associated documentation with the owners that have requested payment plans. Last payment should be received by February from all. It was agreed that interest would not be charged for these plans.

Barbara Nazari made a motion to have Nicole Pieterse work with Kurt Shugars to set up the invoicing for installment payments for the owners who have requested them. Dan Peterson seconded the motion, and the motion passes via poll vote below.

Jill O'Dell – yes, Barbara Nazari – yes, Mary Koprowski – yes, Andrea Booth – yes, Dan Peterson – yes, Jennifer van der Borgt– yes

b. Matt Lewis Updates:

- **Magpie Maintenance Report:** Matt Lewis and Eric Wheeler.
Matt identified two urgent repairs on the horizon. The gutter system on building six and the ongoing roof repairs. They walked through with the insurance company, the roofer and the roofer's appraiser, as well as some engineers. Matt noted the roof work is estimated to be approximately 30K and the work gutter replacement around the pool is approximately \$7,200.00 by Slick's Construction and Three Dogs Roofing.
- Matt and Eric are compiling estimates for common area windows, buildings 3 & 4 stairs. No major updates at this time. Mary Koprowski noted that her unit (3F) has had an intermittent leak from the gutters for approximately ten years and asks if this is part of the scope of work for the gutter repair. Matt responds that this is part of the insurance adjuster's report. It's his suspicion that the north facing windows in three and four are experiencing this as a result of failing screws holding the snow bars up, but nothing is certain until the ice and water shield is pulled up for closer inspection. It's still unknown whether the insurance company will be covering any of this. Andrea Booth (4C) chimes in with a report of "rattling" this winter which may support Matt's theory of loose snow bars and she also points out a lack of heat tape at the corners.
- **Other:** Barbara Nazari asks about the parking signs for the parking spots and Matt reports that all who ordered one has it installed at this time. Repainting the lines was put on the back burner until funds are looking better. Unit owner doors. Jill noted that people are asking if they could paint their own door. Matt Lewis will look into the paint color and will email the profile to Judi Balkind. Jill O'Dell stresses that any damage to the carpet, etc. would have to be cleaned up.

9. Next meeting date and time: Thursday, August 10 ,2023 at 3:30 PM MDT

10. Adjourn Board Meeting: ***Mary Koprowski made a motion to adjourn, Barabara Nazari seconds, and the motion passes unopposed.***

Respectfully submitted,

By: *Judith Balkind*
Jarmik Property Management, Inc.
Judi Balkind, LuLu City HOA