

APPROVED 12/07/21

**PACIFIC PLACE HOMEOWNERS ASSOCIATION
ANNUAL MEMBERSHIP MEETING
September 28, 2020 @ 2:00 P.M. (MST)**

Minutes

1. Roll call, determination of quorum and certification of proxies.
A quorum (86.01%) was present as follows:

Unit A - Abhijeet Lele – (14.25%)
Unit B - Abhijeet Lele – (20.73%)
Unit C - Andrew Baker – (19.82%)
Unit D - Eric Whiteman – (19.81%)
Unit R – Eric Cummings – (12.30%)
Eric Cummings called the meeting to order at 2:15 PM (MDT)

Also present: Judi Balkind, HOA Manager
2. Proof of notice of meeting. *Eric Whiteman made a motion to approve the notice of the meeting. Abhijeet Lele seconded and the motion passed unanimously.*
3. Review and approval of the Minutes of the Special Meeting of October 1, 2019. *Andrew Baker made a motion to approve the minutes of the October 1, 2019 meeting. Eric Cummings seconded and the motion passed unanimously.*
4. Appointment of officers by the board
Eric Cummings made a motion to keep the same officers for another term. Eric Whiteman seconded and the motion passed unanimously.
5. Unfinished Business.
 - a. Review of YE 2019 Financials: Judi Balkind presented the 2019 Financial to the members. Over budget in our electric due to the heat tape usage Discussion ensued. Zone to heat tapes located off Andrew Baker’s deck, question as to how high it needs to be turned on, max or lower setting. Judi will contact Duane to inquire regarding this and report back to the members. *Andrew Baker made a motion to accept the YE 2019 Financials as presented. Eric Whiteman seconded and the motion passed unanimously.*
 - b. Reserve Study – study was presented. This was tabled for discussion at a later date.
 - c. Deck Repairs, Unit C and Unit D: Discussion ensued as to whether one company should be hired to repair decks. Eric Whiteman’s deck is in the process of being redone. Andrew Baker is also working with the same contractor for his deck repairs. Discussion ensued regarding the flashing, as it should come down and partially overlap and be sandwiched between the tiles. Eric Cummings will speak with the contractor to be sure of how this is being done.

6. New Business
 - a. Review of YTD 2020 Financials: Judi Balkind presented the 2020 Financials to the members. ***Abhijeet Lele made a motion to approve the YTD 2020 Financials as presented. Eric Cummings seconded and the motion passed unanimously.***
 - b. Review and approval of 2021 Budget and Dues. Judi Balkind presented the proposed 2021 Budget to the members. ***Eric Whitman made a motion to approve the 2021 Budget keeping the dues the same as 2020 with a review of the electrical costs as the year progresses. Eric Cummings seconded and the motion passed unanimously.***
 - c. Reserves – Special Assessment: Discussion ensued regarding a special assessment for the trash enclosure, gutter and siding repairs. ***Eric Whitman made a motion for a special assessment for the trash enclosure, gutter and siding repairs, as well as if an owner has difficulty paying the assessment; it can be paid in installments. Eric Cummings seconded and the motion passed unanimously.*** Special assessment will be done on October 1, 2020 with the payment being due within 45 days.
 - d. Trash Enclosure/Bear Cage: Eric Cummings presented to the members sketches of a proposed new trash enclosure with a sliding door. He has received a bid for \$7200. ***Eric Whitman made a motion to approve the trash enclosure. Andrew Baker seconded and the motion passed unanimously.***
 - e. Gutters and Siding: Would like to get on Duane, from Elk Mountain’s schedule prior to winter, estimated to cost \$2K. Siding repair needs to happen first, estimate \$1950 from Jim Carlson. ***Eric Cummings made a motion to approve the siding with the estimate provided and gutter repairs. Abhijeet Lele seconded and the motion passed unanimously.***
 - f. Siding Stain Touch Up: There are some areas that need attention. Eric Cummings – we need to stain the siding on the east side.
 - g. Other: All to help to manage the electrical use, using the minimal amount. Railings question raised, lower part of railings look good; windows sills should be looked at, visible from inside units only and take some pictures. Judi will arrange getting the window sills looked at.
 - h. Product online to put on tile (Johnny Grip at Slipperytile.com or Nonsliptile.com): makes tiny edges into the tile which allow better traction when wet. Eric Whitman indicated that the cost is \$30. The members agreed to allow this product to be applied to the entry way tile see if it helps with traction.
7. Adjournment: ***Eric Whitman made a motion to adjourn the meeting. Eric Cummings seconded.***

Respectfully submitted by:

Jarmik Property Management
Judi Balkind, HOA Manager