

Approved Feb 2, 2021

**RIVERVIEW CONDOMINIUM ASSOCIATION  
ANNUAL MEMBERSHIP AND BUDGET MEETING  
August 25, 2020 at 10:00 A.M. (MST)  
VIA TELECONFERENCE**

**MINUTES**

1. Roll call, determination of quorum and certification of proxies. Tim Cunningham, Unit 1B, Bev McTigue, Unit 2D, Carol Perry, Unit 2C, Don Rosenthal, Unit 2A, and Henry Rosen, Unit 1A  
Also Present: Judi Balkind – HOA Manager  
Absent: Eliza Gavin, Unit 2B  
Quorum was met and Don Rosenthal called the meeting to order at 10:01 am.
2. Motion to approve/waive notice of meeting. *Carol Perry made a motion to approve the Notice of the meeting. Bev McTigue seconded the motion and motion passed Unanimously.*
3. Review and approval of the Minutes of the April 24, 2019 Annual Membership Meeting. *Tim Cunningham made a motion to approve the minutes from the April 24 2019 membership meeting. Don Rosenthal seconded and the motion passed unanimously.*
4. Reports of Officers. N/A
5. Reports of Committees. N/A
6. Election of Directors.
  - ❖ Three year term-Don Rosenthal (Vice President) – One year remaining.
  - ❖ Three year term-Carol Perry (Secretary/Treasurer) –Term Expired
  - ❖ Three year term-Henry Rosen (President) – Two years remaining.*Don Rosenthal made a motion to nominate Carol Perry for a 3 year term. Bev McTigue seconded the motion and the motion passed unanimously.*
7. Unfinished Business.
  - a. Financial Statement Review for FY 2019 Discussion. *Don Rosenthal made a motion to accept financials as presented Carol Perry seconded and the motion passed unanimously.*
  - b. Financial Statement Review for YTD 2020. Bev McTigue asked if building costs have been covered, what the limit of liability is, how much we have for replacement costs, and do we need to increase the amounts. Judi will check with Clifford Hansen of Insurance of the San Juans.
  - c. New sign for Building. Don Rosenthal will make some inquiries into a new sign. Tabled for review at a later date.
  - d. Deck repairs/replacement – **Completed**

e. Updated rules and regulations: No hot tub on premises. Judi and Bev McTigue will draft a set of rules and regulations for the Board to review.

f. Reserve study: waiting for update from Association reserves. Judi will send out a sample report which was completed for Etta Place Too and get a quote from two companies to complete a Reserve Study.

Note: A bid from Association reserves was received and circulated to the members on August 26th. The board approved the bid and a special assessment will be charged in the amount of \$3,190.00.

8. New Business.

a. Proposed Budget Review FY 2020 for dues and reserve. Decision to keep the same as 2019. ***Don Rosenthal made a motion to approve the Budget, dues and reserve amounts. Carol Perry seconded and the motion passed unanimously.***

b. Installation of doors for access to garage. Judi Balkind met with Rich Tombolato, Town Building department manager to review the installation of open gates. He noted the HOA would not need to pull a permit but the gate must be able to be opened from the inside. Bev McTigue noted if we put something in between the posts and trash there would not be enough room. Door latch will remain open. Bev McTigue will follow up with specs on gates.

c. Website – [www.jarmikproperties.com](http://www.jarmikproperties.com)

d. Other.

- Carol asked where the master water shut off is for the building. Is there a Master List of shut offs, posted in the maintenance room, locker room, unit E? A request was made to have a list compiled and posted in the maintenance room.
- Contractor that did the decks – Henry Rosen indicated that he was happy with Mark Carlson of Mountain Builders
- Bev McTigue asked where the closest fire hydrant is located.
- Duane will perform an assessment of the roof/heat tapes/gutters.
- Decaying concrete on the sidewalk – Duane Littlejohn will be contacted for a bid to install a “concrete covering” for the sidewalk.
- Bev McTigue asked if the HOA would let the owners know when window washing is scheduled to coordinate the cleaning of the inside of the units at the individual owners cost.

9. Adjournment. ***Don Rosenthal made a motion to adjourn the meeting. Bev McTigue seconded.***

Respectfully submitted:



By: Jarmik Property Management

Judi Balkind, Riverview HOA Manager