

## HORIZON HEIGHTS CONDOMINIUMS

### BOARD MEETING MINUTES

October 22, 2019 @ 6:30 PM

#### Open Session

- I. Call to Order by Neil Boyd and quorum established @ 6:45 pm
- II. Quorum Established
  - a. In attendance: Neil Boyd, Natasha Schiffman, Jack Tracy, Jake Johnson
  - b. Absent: Dornn Harris
- III. Review and Revisions of Agenda
  - a. Board approves the minutes from September 19th with corrections suggested by Neil Boyd
- IV. Officer/Management Reports
  - a. Review of Financials
  - b. Budget adjustments needed for 2020
  - c. Numbers will be sent to HOA for clubhouse maintenance costs for 2019
- V. Committee Reports
  - a. Social Committee
    - i. Clubhouse cleaning every other week to be set up by Natasha Schiffman
    - ii. Keycard issues being handled by Evolution
    - iii. New clubhouse reservation form created and will be sent to Evolution by Natasha Schiffman
  - b. Financial Committee
    - i. Website is being regularly updated with new content by Sterling Mateer and Neil Boyd
  - c. Landscaping Committee
    - i. Pipe has been fixed and partial credit given by the city to help with leak price
    - ii. Motion for powerwash of the breezeways approved at \$1750 for October/November
    - iii. Dog waste concerns - witness required but not picture
    - iv. Water has been shut off and sprinklers prepared for winter months
- VI. Elections
  - a. Two open positions for COA Board
    - i. Sterling Mateer, Natasha Schiffman, and Adam Brady
- VII. Old Business
  - a. Stairwell brackets
    - i. Still concerns for several of the units but we have been unable to find a contractor willing to help us fix the misaligned brackets
  - b. Electrical Work
    - i. Sterling Mateer is reaching out to Edge about who did the initial work to get someone to fix electrical outlets and heaters in units that are not working
  - c. Mountain West Fire Alarm Testing
    - i. Final numbers being requested by Evolution
- VIII. New Business
  - a. Purchase for informational magnets approved by the board at \$45 to be sent out to owners for easy access to information.
  - b. Meeting Schedule - 3rd Tuesday of the month, except December and July.
  - c. Collect new resident information for emergencies and general contact.
- IX. Open Forum
  - a. No concerns other than general debris and pet waste
- X. Adjourn of the meeting by Neil Boyd @ 7:55pm