

BOARD MEETING MINUTES
ASPEN SHORES HOMEOWNERS ASSOCIATION

Monday, April 16, 2018

Present: Sharon Sherwood (President), Pat Boynton (Treasurer), Brandon Parker (Vice President), Leslie Bigos (Secretary), George Juarez (Director at Large)

Time of Meeting: 7:03 pm, Home of Leslie Bigos - 2810 Akamai Way

May 5th - Special/General Meeting

Motion to postpone Special/General Meeting due to conflict with Apple Blossom Festival and the need to discuss & plan meeting to allow member involvement and exchange of ideas and information.

Vote: 5 Ayes; 0 Nays

Budget/Financial

Board Members supported the requirement to track funds collected for septic management and operation and Reserves and accounted for in segregated account(s), citing both [Bylaws](#) and the Waste Management Contract.

11.2 Reserve Account: the purpose of a reserve account is to provide for major expenses relating to the Association, for financial stability during periods of special stress or replacement of equipment, and to meet deficiencies in the general funds that occur from time to time...

Waste Management Contract. *Funds collected by management for maintenance of the sewage system shall be kept in an account to be used for the sole purpose of carrying out the functions of the sewerage management system.*

The Board discussed budget adjustments (not Dues revisions) which would align the Budget to better reflect expenditures and to provide realistic allocations to correct accounts. The Board went line-by-line comparing last year's expenses with this year's Budget and actual expenses and made adjustments where there were large discrepancies. These changes DO NOT affect DUES but align the Budget to reality. The accountant will be asked for an estimate of costs to enter the adjustments into the Quickbooks database.

Examples of changes in allocation:

- The \$21 per lot assessment which was not in the February statement has been restored to the budget (\$882 total), and has been added back to Septic Income for utilities, drain field inspection.

- Current budget reflects “\$0” for Septic Maintenance but annually, we have expenses in this area. For example, we had \$1754 in Maintenance expenses in 2017. Board adjusted the Septic Maintenance Budget to \$1570
- Current budget reflects “\$1000” for Legal/Professional fees (not including accounting) and the Board felt like this is in excess of what is required.
- Accounting fees were raised from \$65 per month to \$75 per month as of January 1, 2018. To cover the increase, \$120 was redistributed from general funds and added to Professional Services Accounting.

The Board voted in Favor of making these changes. Ayes: 4; Nays 1

The Board discussed how to disseminate the information of these changes to the membership and the Treasurer will create a report to reflect Adjusted Budget/Budget/Last Year’s Figures.

The Board discussed answering member’s questions regarding Budget. Members with questions are encouraged to contact the Treasurer who is willing to answer questions and provide full transparency on any reports. All members are also invited and encouraged to attend monthly Board meetings. Call Pat at 886-8753.

Board Approved the following bills to be paid:

- Payment to Carlos Luna \$250 planting of Arborvitae near Blue Heron Lane RV park.
- Reimbursement payment to Jim Boynton for arbor vitae trees \$273.63
- Purchase of weed spray for common areas \$41.71
- Reimbursement payment to Pat Boynton for address labels \$12.89
- Payment Spectrum \$99 to switch phone service line for drain field alarm (This should allow us a cheaper rate long term)
- Payment for tax preparation \$395 to Linder & Goetz Accounting

Motion to Approve Aye 5; Opposed 0

Authorization for the treasurer to automatically pay for approved activities and needed supplies such as:

- Drip heads, irrigation repair, fertilizer, weed spray.
- Mowing at the park monthly bill
- Septic and common area utilities
- Septic DF inspection
- Minor Septic Repairs

All expenses will continue to be reported at Board meetings and included in minutes.

Board Adjourned 9:13pm

Next Board Meeting: May 7 at 7:00pm

General/Special Meeting date will be determined on May 7th.