

**PRAIRIE VISTA MEADOWS (PVM) HOMEOWNERS ASSOCIATION (HOA)**  
**ANNUAL GENERAL MEMBERSHIP MEETING MINUTES**

**Tuesday, December 8, 2020**

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**MEETING NOTES:**

Due to COVID-19 Restrictions, the PVM HOA Annual General Membership meeting was conducted using the online Zoom web-based video conferencing application. Twenty (20) members representing eleven (11) PVM properties were present.

- Dru called the meeting to order, introduced the board members/officers and then welcomed the community members in attendance. Board members and officers present were:
  - Dru Dukart, President
  - Jeff Maas, Director-at-Large
  - Kathy Delaney, Director-at-Large
  - Gayle Maas, Treasurer
  - Carol Burnside, Vice President
  - Randy Antonow, Director-at-Large
  - Tim Delaney, ACC Chair
  - Ronnyah Hamilton, Secretary

- A motion was made by Carol and seconded by Randy to approve the minutes from the September 30, 2020 board meeting (unanimously approved).

- The 2020 and 2021 budget sheets were displayed on the screen during the Treasurer's report. During an earlier work session the board reviewed, discussed and approved the budget for 2021. It should be noted that both the income and expense categories comparatively remain the same and that the board was also in the process of renegotiating the attorney service contract, anticipating a lower fee. The only other change was adding a line item for miscellaneous expenses to cover incidentals outside other categories. The non-budgeted expense for retrofitting and bringing the water cistern up to code was also explained for the benefit of the new members in attendance. The funds for the water cistern project were taken from the association's reserve resources.

The overall intent is to keep PVM's income/expenses consistent with previous budgets, maintain the reserve, keep our annual dues low, and continue being financially responsible on behalf of the community.

- Tim Delaney, Architectural Control Committee Director, reported that three (3) roof replacement requests were received for review/approval as were three (3) fence builds and one (1) new home construction. A request to install solar panels at a property on McCara Court was also received.
- Old Business:
  - El Paso County Maintenance Department has completed the road cracks and repairs on both our primary and auxiliary roads and the service ticket has been closed.
  - The annual review/update of PVM's Handbook of Rules & Regulations was completed and discussed with the law firm. The few clarifications and updates were approved to be appropriate, reasonable, and legal.
  - Renewal of Legal Services Agreement with Altitude Law: Although we did not have a final customized contract at the time of the board's budget meeting, we have since

signed an agreement allowing one monthly meeting with the attorney, followed by email summarizations, at \$1800 (\$150/month) which is a considerable savings to the association. Reduced hourly rates will apply if and when additional services are needed; which we hope to avoid.

- New Business:

- Notice of 2021 Dues: Shortly after the first of the year the annual dues/assessment notices will be sent out. The \$120 assessment per lot is due no later than March 1, 2021. Late fees for \$25 per month will be assessed if not paid by the due date. Members will be provided a self-addressed stamped envelope to help facilitate payments.
- 2021 Election: With the terms of three (3) director positions expiring in March, a brief summary of the duties of the board members and the association's election process were discussed. Whereas there were no nominations from the floor during the meeting, interested individuals still have until Tuesday, December 29<sup>th</sup> to submit their names to the board. A reminder email will also be sent to the community. Mail-in ballots will be included with the annual assessment notices, asking that they be returned along with dues submissions. In the event no quorum of a vote is received, the association's governing documents allow the remaining board members to legally appoint directors/officers. However, it is the preference and in the best interests of the association to have community members officially choose the director positions by casting their vote.

A volunteer is also being sought for the duties of secretary, which typically is a non-voting officer.

- Community Comments:

- There was some discussion about misdirected mail happening again. A new mail carrier has been assigned to our community but apparently this has been on an ongoing issue regardless of who the carrier might be.
- Carol took a moment to express her gratitude for all the kindness and support received during her husband's illness and passing. She appreciated everything the members did for her and said because of this she feels very safe living here knowing how this community watches out for each other. (*We do have awesome, caring members.*)

There being no further discussion, a motion was made by Kathy and seconded by Jeff to adjourn the meeting. Dru thanked everyone for attending and the meeting was adjourned at 8 o'clock.

**NEXT MEETING:** The next Board of Directors meeting will be held in March 2021. More specific details will be provided at a later date.