

**CANYON VIEW HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Minutes of February 9, 2023**

PRESENT:	Jo Darnall	President
	Beth Bascom	Vice President
	John Shepherd	Secretary Treasurer
	David Streeter	Director

ALSO PRESENT:	Keith Lammey	Association Manager
	Lorraine Larsen-White	Member
	Elaine Winter	Member
	Jean and Fred Lively	Member

ABSENT: None

Board of Director's Meeting

The meeting was called to order at 6:31 PM by Jo Darnall

Owners Open Forum

- Fred and Jean Lively explained that they were planning to do some additional interior remodel and that they had some questions regarding work that the Association may have done on the home prior to their purchase about three years ago. The Manager invited them to stop by the office and review the property history of their home.
- Elaine Winters expressed concerns about the rock wall between her home and the next neighboring home, stating that parts of the rock wall was failing. Additionally, she commented about the front entry way gutter which apparently leaks allowing water to drip on the entryway side walk which can become ice during cold weather. Dave Streeter, Beth Bascom and Jo Darnall explained that this was a common problem with gutters due to the freezing and thawing which caused the gutter seams to leak and that it even happens with new gutters. Further, that the installation of heat tapes in the gutters is an effective solution, even though it doesn't always completely eliminate the icing issue. Heat tapes are an owner's responsibility.
- Lorraine Larson-White commented that she believes that her driveway has settled somewhat. The Manager promised to investigate.
- Jo Darnall inquired about replacing the missing letter, or the entire Canyon View sign, at the upper entrance to Limberpine Circle. The Manager promised to explore options to replace the entire lettering on the sign.

New Business

Approval of Minutes

A **motion** was duly made by John Shepherd and seconded by Dave Streeter to approve the November 10, 2022 Board meeting minutes as prepared. *Passed unanimously.*

Association Manager Report

The Association Manager's report was distributed and discussed. The report included the December 2022 financial reports. The most significant expense variations were discussed and the number and amount of past due receivables noted. The Association Manager explained what was being done regarding the past due receivables.

A **motion** was duly made by John Shepherd and seconded by Beth Bascom that the financial reports through December 2022 be approved, as presented, subject to audit. *Passed unanimously.*

Consider Replacement Board Appointment

Dean and Kathie Harris sold their Canyon View home and moved, thus Dean resigned from the board. A discussion developed about filling the open board position by appointment. It was noted that if a person was appointed to fill the position he/she would only serve the remainder of Dean's term which ends at the March 2023 Annual Meeting; however, he/she could run for reelection at that time.

Lorraine Larsen-White had submitted a letter of interest and was present at the meeting. After a brief discussion about her background and interest in serving on the board, a **motion** was duly made by John Shepherd and seconded by Beth Bascom that Lorraine Larsen-White be appointed to fill the remainder of Dean's term. *Passed unanimously.*

Review / Accept FYE March 31, 2022 Audit Report

Following the review and a discussion of the FYE March 31, 2022 audit report, a **motion** was duly made by John Shepherd and seconded by Dave Streeter to accept the FYE March 31, 2022 audit report as prepared. *Passed unanimously.*

Review / Approve FYE March 31, 2024 Budget

The Association Manager explained the draft FYE March 31, 2024 budget noting the differences in the individual line items and pointed out that due to the increasing costs of services and materials and the fact that the Reserve Fund balance is less than projected for this point in time, assessments needed to be raised by \$10 per month from \$270 to \$280 meaning that the bi-monthly assessment amount would increase from the current \$540 per month to \$560 per month.

Beth Bascom and others commented about the fact that if the reserve fund was ever insufficient to fund the long-term expenses, the Association would, at some point, be forced to implement a Special Assessment in order to cover the cost of needed maintenance. Further, often these Special Assessments can be thousands of dollars per member.

It was noted that, in addition to the increase in the transfer to the reserve fund, additional funds would be available to increase the management fee which has not been increased since April 2009, if the board elected to do so.

A **motion** was duly made by John Shepherd and seconded by Beth Bascom to approve the FYE March 31, 2023 budget as prepared. *Passed unanimously.*

Confirm Annual Meeting Date

The general consensus of the board was to hold the Annual Meeting of Members on March 9, 2023 at 7 PM.

Other / Old Business

BMSA Delegate Report

John Shepherd, the Canyon View Delegate to the Battlement Mesa Service Association board of directors, gave a brief BMSA Delegate Report advising that:

- Tony Haschke, Monument Creek, is now the BMSA President, Amy Provstgaard, Tamarisk Village, Vice President, John Shepherd, Canyon View, Secretary/Treasurer.
- The BMSA ended the year with a \$27,000 surplus over actual expenses which has been rolled over to the reserve fund.
- He has asked the BMSA about installing lighting on the combined Stone Ridge Village and Canyon View Village sign at the intersection of Stone Quarry Road and Northstar; however, no decision has been made on the request.

Adjournment

With no further business to come before the Board, a **motion** was duly made by Beth Bascom and seconded by David Streeter to adjourn the meeting at 8:00 PM. *Passed unanimously.*