

MINUTES of the MEETING of the BOARD OF DIRECTORS OF THE WHITEHAWK RANCH TOWNHOME OWNERS' ASSOCIATION

December 21, 2023

DRAFT

1. Call meeting to order.

A regular meeting of the Board of Directors for the Whitehawk Ranch Townhome Owners Association was held at the Community Center at Whitehawk Ranch and also via ZOOM teleconference on Thursday, December 21, 2023, beginning at 3:30 p.m. pursuant to the written Notice of Meetings. Directors Lisa Laughlin, Penny Popken, Jean Bonander, and Nancy Johnson participated via ZOOM. Bob Danielson had a scheduled absence. Joleen Cline served as the recording secretary. Jean Bonander called the meeting to order at 3:35 p.m.

2. Public Comment (for items not listed on the agenda – limit 5 mins each)

none

3. Minutes from the Regular Meeting of November 2023

This item was continued to the next Board meeting.

4. Financial Reports

Joleen reported she is working on closing the books. Statements were mailed this week to any homeowner still carrying a balance on their account.

5. Discuss and Consider Insurance Coverage proposal from Farmers Insurance

Jean reported we have received a proposal for insurance coverage in the amount of \$66,517.00. Our 2024 budget included expense for insurance in the amount of 53,690.00. the Board needs to come up with a solution regarding the budget overrun that will occur with this insurance policy renewal.

Doug Hecker reported last year the Board raised the dues and sited several projects they were planning to undertake. Those projects did not materialize and now the Board is considering raising dues to cover the insurance renewal. There was a \$42 per month increase for 2023 because we were expecting a much higher insurance cost. Penny reported the snow removal expense was higher for 2023 than it was for 2022. We also were preparing to pay a higher price for the driveway resurfacing project.

Lisa suggested the Board levy a special assessment of \$180 per member.

Jean suggested the board bind the proposed insurance renewal policy and then take the next several weeks to look at the reserve study as well as reach out to Rick Russo and ask if he has any options for TOA insurance policies. She also suggested the Board consider a 4-year strategy to move the association through to 2028 when the loan we secured years ago for the roofs will be paid off which will free up funds in the operating budget.

Nancy reported there are two painting contractors she has reached out to who are already booking work for this summer. One of the contractors sealed the decks originally when the units were built. Alan Dias and Chris Collins are both interested in providing bids for the

deck sealing project. Nancy is hoping to meet with both contractors in person next week. Nancy reported we are going to need to get a bid signed and secured this winter if we hope to get this project started in 2024. The Board will continue to include this item on future agendas.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the renewal of the insurance policy at a cost not to exceed \$66,517.00. The Board gave Jean authority to approve any increase to the deductible that would result in favorable cost savings.

6. Directors Reports/Announcements – For Information

Lisa reported she will try to get a meeting scheduled with her ARC committee in January. She is hoping to get a document completed that could be given to Bob Simpson for review and approval by the master HOA.

Jean reported the ad hoc committee working on the Governing Documents is planning to reconvene in January in hopes they can re-launch the governing document update ballot project in the first quarter of the new year.

7. Future Agenda Items

Jean suggested we begin to address some of the reserve study issues.

Penny also suggested we discuss the issue with some homes whose driveways drain into their garages.

8. Adjournment of Meeting – Next Meeting – Monday, March 11, 2024, at 1:00

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 4:16 p.m.