

Board of Directors Meeting Minutes

2pm pm April 16, 2024 @ 7027 N. Dubuis Dr. (Greenstone Model Home)



The meeting was called to order at 2:05pm with 3 Directors present: Mary Hammerly, Tony Delio and Sally Gidlund. Ryan Crosby joined meeting at 2:30pm. Also present were Melissa Owens (via teleconference) and Gil Pierce of Rockwood PM. 1 rental manager was present on behalf of their homeowner clients.

Ratification of Board Decisions made by unanimous consent since the last meeting:

- 1) Violation Fines: none
- 2) Reserve Account Transfer: \$50k transferred from the AAB Reserve and Money Market Reserve accounts to the Main Association Operating Account for reserve expenses incurred in 2019-20. This will clear up the 2022 Audit and this transfer will be noted in the audit for our records.

Board Meeting Minutes of 02/08/24 and Financial Reports through February 2024 were adopted unanimously.

Upon a motion duly made and seconded, account# CDA290211 was referred to CFS for collection. Upon a motion duly made and seconded, bad debt associated with account# CDA040111/Bevacqua will be written off in the amount \$813 hard costs, waived penalties \$564.87.

Board Member Ryan Crosby joined the meeting.

OLD BUSINESS

Reserve Study Bids: Upon a motion duly made and seconded, the Board engaged Pfaff Engineering for Level 1 Reserve Study.

Bylaws Amendment: an amendment was adopted by unanimous consent to revised the collection and enforcement policy to include Vigne Blanche. A copy was distributed to the Members and posted to the website, www.cdaplacehoa.com.

2022 Audit Update: the auditors are still revising the final copy but the Audit is substantially complete. Once the final copy is ready, it will be sent to the Board for review and adoption. Once adopted, the President will sign the Representations Letter via DocuSign.

2023 Audit Engagement: Upon a motion duly made and seconded, the Board engaged Newman & Associates for the 2023 Audit.

NEW BUSINESS

Fee Waiver Request / Acct# CDA110103: by unanimous consent, the Board waives the outstanding soft costs in the amount \$161.46.

The next meeting will be the Annual Meeting at 7pm on May 8 at Skyway Elementary.

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HOMEOWNER FORUM

The Members present submitted the following questions/comments:

April, rental manager from Lakeside Rental Mgr, appeared to speak on behalf of the homes she manages within CDA Place. She requested waiver of a late fee that was levied as a result of incorrect payment application because the remittance instructions weren't followed. The Board agreed to waive the one outstanding late fee as a final courtesy but is unwilling to change the Association's remittance procedures. Members and their agents are expected to remit payment as detailed on the website.

With no additional business rightfully brought before the Board, the meeting was adjourned at 3:15pm.

Respectfully submitted,
Melissa Owens, CMCA, AMS
Association Admin, Rockwood PM