

**STANTON FARMS TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
March 8, 2021**

A Regular Meeting of the Board of Directors for The Stanton Farms Townhomes Association was held on Monday, March 8, 2021 via teleconference via Zoom due to COVID-19.

- I. Roll Call, Call to Order** –President Garfield called the meeting to order at 7:00 PM. Members present: Gerald (Jerry) Garfield, Pat Fenton and Victoria Getzen. Others present: Sixty-Three residents via zoom, Pat Wilderotter of CCIG Insurance, Kellie Cole, CAM of KC & Associates, LLC, Community Association Manager and Kathy Christensen, CMCA, AMS, PCAM, KC & Associates.

President Garfield noted that a quorum was present necessary to conduct the business of the Board and the Association.

- II. State of Stanton Farms Townhomes community & Homeowner Education 10 Minutes** – Pat Wilderotter, the HOA independent insurance agent, reviewed the HOA insurance for the upcoming year. She explained why the Board had a limited time to react to the settlement offer from Travelers on the roofs. Travelers was the only company that would bid on our HOA insurance at this time. There are two other carriers that would look at Stanton Farms Townhomes after the roofs have been completed. Coverage has stayed consistent from last year. The expiring premium is \$105,022.68 and the renewal premium is \$155,108.00 with a 5% wind/hail deductible. The recommendation continues that homeowners should have at least \$10,000 loss assessment coverage under their HO6 policy and be aware of sub limits, as she has cautioned in the past. Pat Wilderotter will be mailing the Insurance Newsletter (that has been provided to homeowners in previous years) along with the 2021-2022 Cert. Pat Wilderotter also explained why Boards should not sanction activities that could create liability for the Association such as providing a list of homeowners that would shovel snow for others, drive residents to appointments, etc.

III. Review of Minutes

1. Following review, upon motion duly made by Director Garfield and seconded by Director Fenton to approve the Regular Board Meeting Minutes of February 11, 2021 as presented. Motion passed without objection, unanimously.

- IV. Financials** – Following review and discussion, a motion was made by Director Garfield and seconded by Director Fenton to approve the unaudited January 31, 2021 financials. Motion passed without objection, unanimously.

V. Committee Reports

1. Newsletter – Mary Garfield stated the newsletter was sent to all homeowners a week ago.
2. Landscape Committee – Kathy Hyland stated the irrigation activation is scheduled for 4/22/2021 and 4/23/2021 and the backflow testing is scheduled to follow on 4/28/2021.
3. Suggestion for Welcoming Committee - Looking for more than one person to volunteer to be on this committee.

VI. Unfinished Business

1. Continue to request homeowners to install new window wells high enough so proper backfilling can be done near the foundations. The new window wells need to comply with Jefferson County code requirements. Also raise air conditioning units, if necessary, to do backfill near the foundations with negative grades. The original window wells are at the end of their life cycle.
2. Skylights are the homeowner's responsibility.
3. Board Member Code of Conduct – Director Garfield and Director Fenton have signed the Board Member Code on Conduct and sent over to management. Director Getzen has not yet signed because she believes it is not being followed by the other Board members. Director Garfield requested that she put in writing what she thinks is not being followed.
4. Buildings scheduled to be repaired & painted in 2021 – Following discussion, Director Garfield again stated that the buildings to be repaired and painted in 2021 are - 10537, 10547, 10557, 10567, 10577 and 10587.

VII. New Business

1. Full Board review entire property for 2021 concrete and asphalt projects to be done when weather permits.
2. Director Garfield made a motion to increase number of CAI members so chairs of committees can also receive leadership and educational information. Was seconded by Director Fenton. Following discussion, motion passed with objection by Director Getzen.
3. Frozen Pipes recently created an emergency situation in one unit.
4. Proposals from Vikki Getzen – Nothing presented at this time.
5. 2019 Audit Prepared by Michele M. Giometti Certified Public Account – Following review and discussion, Director Garfield made a motion and seconded by Director Fenton to approve the 2019 audit prepared by Michele M. Giometti. The motion passed unanimously without objection.
6. 2020 Engagement Letter – Following review and discussion, a motion was made by Director Garfield and seconded by Director Fenton to approve the 2020 engagement letter for an audit to be prepared by Michele M. Giometti. The motion passed unanimously, without objection.

VIII. Homeowner Hearings – Nothing to come before the Board at this time.

IX. Homeowner Correspondence – Nothing to come before the Board at this time.

X. Architectural Requests

1. **10349 A** – Request to install 2 windows, 1 master bedroom facing rear of property and 1 master bedroom window facing front of property. Approved like for like kind and style.

XI. Open Forum – Topics discussed by residents in attendance 1) Question of landscaping in front of unit will be reviewed with new homeowner. 2) A resident expressed concerns with postings on Stop the Assessment website and other social media outlets that is divisive and is costing all homeowners financially. 3) Also, concern expressed about depleting reserves to pay for the roofs. 4) Another resident encouraged homeowners to get along and suggested mediation. 5) Kathy Christensen reported that the count for the Special Meeting on February 11, 2021, was again redone with oversight by 2 other people. Results have been sent to legal with results to be sent to all homeowners. 6) Comments continue regarding the roof replacement, loss assessment, and communication to homeowners.

Kathy Christensen announced that Kellie Cole will be leaving KC & Associates at the end of the month and Kathy Christensen will become the community manager for Stanton Farms Townhomes Association.

XII. Executive Session – The Board entered into executive session at 8:43 PM.

XIII. Adjournment – There being no further business to come before the Board, upon motion duly made, seconded and passed unanimously, the meeting was adjourned at 9:10 PM.

The next meeting will be held on Monday, April 12, 2021, beginning at 7:00 PM via teleconference via Zoom.

Submitted by,
Kellie Cole, CAM
Licensed Community Association Manager

**THE FOREGOING ARE THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON
THE DATE STATED ABOVE AND WERE APPROVED BY THE BOARD OF DIRECTORS ON
THIS 12th DAY OF APRIL 2021.**
