

**PARK EAST OWNERS ASSOCIATION**

A meeting of the Board of Directors for Park East Owners Association was held **February 6<sup>th</sup>, 2025**, at **6 PM** via ZOOM.

1. Roll Call
  - a. Christine Zanjanipour (Present)
  - b. Scott Schreiber (Present)
  - c. Richard Malone (Present)
  - d. Brian Maize (Present)
  - e. Ryan Gordon (Absent)
  - f. Laura Brown, Association Manager (Present)
2. Call to Order
  - a. The meeting was called to order at 6 PM by Laura Brown.
3. Approval Action Items:
  - a. A motion was made by Christine to approve the meeting minutes from August 27<sup>th</sup>, 2024 Park East Owners Association Board of Directors meeting as written. Seconded by Richard. No discussion. Passed unanimously.
4. Board of Directors Update
  - a. Management provided the Board members with Q1 Education including a slideshow from DORA titled HOA 101, a Board member Code of Conduct and description of offices based on the Bylaws for the Association.
  - b. Management provided Board members and owners present with an update on the change in legislation over the last 2 years and a link to track the 2025 proposed laws that directly affect all HOAs in Colorado.
  - c. Management informed that Board that their current collection policy is outdated and will need to be updated to reflect the changes.
5. Management Report
  - a. Management transition - Management provided the Board, and owners present with an update on the management transition. The bookkeeper/accountant has not completed the transfer of financial data as of 12/31/2024. Management reviewed their role and responsibility in supporting the Board of Directors and Owners and the expectation of ownership accountability and involvement.
  - b. Financial Report –
    - i. Balance Sheet = \$5241.49 (Operating) + \$18,099.90 (Reserve) + \$24k in construction and equipment maintenance reserve accounts.
    - ii. Without access to 2024 end of year financials, an accurate budget cannot be proposed.
6. Capital Projects
  - a. Management will reach out to the previous year's vendor, Early Bird Landscaping for the seasonal contract for this year and meet with them to discuss needs and expectations for this season. Additional landscaping maintenance is needed. Scott states that the irrigation system is complicated, so he would recommend keeping Early Bird Landscaping.
  - b. He reminds residents that the City of Glenwood is responsible for the maintenance of the trails.
  - c. Management reminded Board members and Owners present that the HOA is no longer responsible for trash billing and all owners should be contacting the City of Glenwood.
  - d. Management provided members present with a general overview of Covenant Enforcement and what the HOA can and cannot do.

7. Community Comment
  - a. Jim Light requested information on increases to insurance due to fire and what proactive maintenance can be done to decrease liability.
  - b. Ruth Ann Spidell would like to see the irrigation system working more efficiently and not watering the street. Also, focus on the pruning of the Aspen trees.
8. Old Business
  - a. None presented at this time.
9. New Business
  - a. 2025 Board Meetings: **4/3 at 6 PM via ZOOM.**
10. Motion to Adjourn
  - a. There being no further business to come before the Board, Richard made a motion to adjourn the meeting at 7:02 PM. Seconded by Christine No discussion. Passed unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager  
Property Professionals