

## **Mahogany Vista Homeowners Association**

### **BOARD MEETING MINUTES**

A meeting of the Board of Directors of the Mahogany Vista Homeowners Association was held on July 23<sup>rd</sup>, 2024, at 5 PM via ZOOM.

1. Call to Order
  - a. The meeting was called to order at 5:03 PM by Laura Brown.
2. Roll Call
  - a. Damon Crocker (Present)
  - b. Vacant Position
  - c. Vacant Position
  - d. Laura Brown, Association Manager (Present)
3. Quorum
  - a. With 1/3 of the board members present, a quorum was not established, however an informal discussion continued with members present. With several attempts to hold a meeting in 2023 and 2024, participation has been limited and in the best interest of the HOA and its members, a meeting was called to order.
4. Approval Action Items:
  - a. A motion was made by Damon Crocker to approve the prior Board meeting minutes held on 11.3.22 as written. Seconded by Damon Crocker and Judd Clarence (Present Member). No discussion. Unanimously passed.
5. Board of Directors Update
  - a. With two vacant positions on the Board of Directors, a call for candidates was requested. Judd Clarence expressed interest and Damon Crocker accepted his nomination.
    - i. A motion was made by Damon Crocker to appoint Judd Clarence to the Board of Directors effective immediately to serve a one-year term or until the next annual meeting. Seconded by Judd. No further discussion. Unanimously passed.
  - b. Management provided members present with Q1 and Q2 Board member education, including several slideshows from the HOA Resource Center specific to Governing Documents and HOA Meeting and Elections.
  - c. The next Board of Directors Meeting is scheduled for 9/5 at 5 PM via ZOOM.
  - d. The next Owner's Meeting is scheduled for 9/26 at 5 PM via ZOOM.
6. Management Update
  - a. Management provided their proposed management agreement for 2024-2025.
    - i. A motion was made by Damon Crocker to approve the contract as written. Seconded by Judd Clarence. No further discussion. Unanimously passed.
  - b. Seasonal Contracts
    - i. Landscape/Irrigation/Parking Lot Clean Up – Currently contracted with Daly Property Services to provide minimum clean up and services through November 2024.
    - ii. Trash Contract – Currently with Waste Management. Management is current reviewing current contract set for renewal in August and bidding it out to Alpine Waste and Mountain Waste. Residents from surrounding units/neighborhoods are continuing to leave personal property outside of the dumpster. Judd would like management to look into a combo lock.
    - iii. Insurance – Current policy with American Family. Renews in August, with an expected increase of 8% due to rising costs of construction and building costs.



7. Exterior Maintenance
  - a. The Association is responsible for maintenance of the swamp coolers. Several units needed repairs completed over the summer, putting the Association \$150 overbudget for this year, not including costs for winterization scheduled for late September/early October.
  - b. 4/6 rear decks were replaced in 2018. These should be stained annually for longevity.
8. Financial Review
  - a. Management provided Board members and owners with a present with 2024 Q1 Financials, including a balance sheet, income statement, annual budget comparative, and current delinquencies.
    - i. Current Operating Balance = \$3,700.90
    - ii. Current Reserve Balance = \$2,908.00
    - iii. Delinquencies = \$510 (3 owners, all less than 1 month)
  - b. Proposed 2025 Budget
    - i. Management provided the Board with two proposed budgets for their review with dues increasing from \$230/month to \$300/month (Budget A) and (Budget B) increasing dues to \$275/unit with a \$2000 special assessment for capital maintenance. Damon would like to see dues increased to begin reserve funding for capital projects. Judd agrees and would prefer to approve a budget at a higher rate, rather than a special assessment. The Board would like to approve a budget for 2024, to begin in October at \$300/month and 2025 to \$350/unit. Management recommends keeping 2024 dues at the current rate and increasing dues as necessary for 2025. This discussion was tabled for the next Board meeting.
9. Old Business
  - a. None.
10. New Business
  - a. None.
11. Adjournment
  - a. There being no further business to come before this meeting, it was motioned by Damon Crocker to adjourn at 5:24 PM. Seconded by Judd. No further discussion. Unanimously passed. Meeting adjourned.

Respectfully Submitted,

Laura K. Brown, Association Manager  
Property Professionals