

**TOWN CENTER HOMEOWNERS ASSOCIATION**  
**MINUTES OF BOD MEETING**  
**November 6, 2020**

The board of directors met via Zoom. Board members present were Steve Novy, Gary Moss and Michael Davies. Also present was Courtney Nel and Nadia Nel from Silver Mountain Properties. Nadia Nel assumed the role of secretary to record the meeting minutes.

**1. Call to order:**

The meeting was called to order at 1:04pm

**2. Approval of Previous Meeting Minutes:**

Gary Moss motioned that the previous meeting minutes of November 12, 2019 be approved, Steve Novy seconded the motion and all agreed.

**3. Financials & 2021 Budget:**

- There are no current delinquent accounts. The financials are in current good standing.
- The Board reviewed each line item year to date figures vs the 2020 budget vs the 2021 Budget.
- Most line items are running inline with the 2020 budget and as such most of the 2021 budget will run the same as the current one.
- Landscaping has been increased by \$1000 but out of contract services and building repairs have been reduced to cover this increase. The landscape increase is due to the 2021 planned landscape upgrade at the mailbox area opposite the building entrance. Irrigation will be needed in this area and the Board spoke about having a wall or plants placed around the dumpster area.
- The Board discussed the probability of an increase in dues for the 2021 year due to the irrigation/landscape upgrades, the formulation of the master association and monthly contributions to this association.
- Reserve action items will be bid in Spring 2021 and include: Building trim repair/paint; Patio deck recoating; Interior surface repaint; Exterior stucco sea;/repaint. Items that may be shifted forward include: Asphalt seal & repair; Carpet replacement; Concrete walkway repairs. The 4% increase called for per the Reserve Study will continue for 2021.
- The 2021 budget was motioned as accepted by Michael Davies and seconded by Gary Moss and all agreed. Motion as follows:  
CAM – will remain the same, no increase  
Reserve – Will increase by 4%
- The association's annual meeting date is Tuesday, December 15<sup>th</sup>, 2020 at 2pm MST.

**4. General**

- a) Steve Novy informed the Board that the forming of the Master Association is still an ongoing process.
- b) The Board asked SMP to source a dumpster / trash chart with explanations. To be sent to all owners and placed on the dumpster.
- c) SMP was instructed to have the carpets deep cleaned once again, Spring 2021.

**5. Executive Session**

No executive session

**5. Adjournment**

With no further business to discuss, the meeting was adjourned at 2:35pm.