

Terraces at Depot Park

HOA Board Meeting Minutes

Call to Order: Carolyn Slay called the meeting to order at 4:30 pm 08/08/2022

Sean Peterson Seconded. Members present: Carolyn Slay, Sean Peterson, Mark Monroe;

Non-member: Elaine Francel

1. Carolyn is in possession of the HOA Binder and reviewed the status of bill pay, taxes, website, and email with the board and Elaine.
2. Elaine will continue assisting with the website while Carolyn is learning the platform.
3. Mark and Carla have decided to put their home on the market. Mark will remain on the board until mid-September if all goes well with closing. Mark will transfer the financial spreadsheet for the community to Carolyn and Sean and review the PayPal functions.
4. The board officially voted to maintain the HOA Board at three members because all the heavy lifting of establishing processes and vendors is complete. Now, the community simply needs to be maintained.
5. Resident Shannon Ortiz has volunteered to serve on the board to replace Mark, and the board unanimously voted her on to the board beginning mid-September. We'll invite Shannon to the September meeting to get up to speed with everything.

Meeting adjourned at 5:15pm.

Tuesday, August 23rd, 2022 Emergency Board Meeting

RETRACTION: The vote for Shannon Ortiz for the 3rd Board position will be nullified as there was some confusion regarding 'helping out' and being a board member.

The Board will put out a **final call** for a resident to fill Mark's position.

- If there is one volunteer then the Board will vote on adding them to the board
- If there are two or more volunteers that step forward then each volunteer will provide a short biography to be put on the website and the community as a whole will vote to fill the vacant seat
- If no one volunteers then the Board will provide a list of 3 management companies with pros/cons to take over the HOA functions for the community.
A community vote will decide which company is chosen.

Additional Update: Carolyn has decided to put her home on the market so we will need at least 2 volunteers for the HOA Board.

Please note: The community will still need an HOA Board to make decisions for the community but the management company will do all the heavy lifting (finances, vendors, landscaping, etc) for a substantial fee.