

MONARCH ESTATES HOA
Board of Directors General Session Meeting Minutes
May 12, 2020

NOTICE OF MEETING

The General Session meeting of the Board of Directors of the Monarch Estates Homeowners Association was held on May 12, 2020 by conference call due to the Corona19 virus and social distancing orders.

BOARD MEMBERS PRESENT

President, Janelle Lende	2021
Vice President, Martin May	2022
Treasurer, Paul Hubble	2022
Secretary, David Whelan	2021
Member at Large - Crystal Bugno	2021

POUDRE PROPERTY SERVICE

Becky Stewart, Community Manager

CALL TO ORDER

President Janelle Lende called the meeting to order at 6:04 P.M.

SOCIAL BUTTERFLY COMMITTEE

The Board agreed that there are no participants for the committee at this time and no social events can be planned. The Board will welcome new members with the welcome letter and leave at their door until the time they can greet them in person.

SECRETARY REPORT

Be it resolved, upon motion made and seconded to approve the Reconvened March 10,2020 Board Meeting minutes. Motion passed unanimously.

FINANCIAL REPORT

At the end of March 2020 there was \$37,387 in the checking account and 19,788 in savings. The Board reviewed the delinquency and collection reports. The Board agreed to hold on late fees and send reminders in June and follow up with legal advise on collection due to the pandemic.

Be it resolved, upon motion made and seconded to accept the March 2020 financials. Motion passed unanimously.

BOARD DISCUSSION:

Landscape

The Board by Action Without a Meeting approved by unanimous consent the new landscaper K3 Industries to provide the landscape maintenance including the outlots. The contract was approved on March 30,2020. Janelle stated she has been very satisfied with their response time and service

thus far. The mowing will be biweekly at \$4,275 , 3 fertilizations at \$2,475, and 3 native mowings at \$1365. Fall and Spring clean up will cost \$1040.

Irrigation

The Board by Action Without a Meeting by unanimous consent approved the irrigation contract from Long Leaf Irrigation on March 27,2020 to perform the irrigation start up and monthly service checks at the cost of \$1,750 per year. The cost to be allocated from the budget line item #4520 landscape maintenance. Janelle reported that they found 30 broken sprinklers when they did the start up.

Also the controllers were not properly programmed. A bid was approved by Action Without a Meeting on April 17, 2020 at the cost of \$3,269 to repair all broken irrigation and will be allocated from the reserves. The invoices were broken down with date, hours of labor, parts and location so that the Board has adequate records.

Janelle Lende will be monitoring the water consumption with the town and working with Long Leaf over the Spring and Summer. The Board requested Management to find out how Long Leaf Irrigation would handle a after hour call for water gushing.

Insurance

Ella Washington Agency is currently working on insurance audit and will have it completed by the end of the month.

Next Meeting

The next meeting will be on July 14, 2020 6:00 p.m. and the location to be determined.

There being no further business to come before the Board, the meeting adjourned at 7:35 pm

**Respectfully submitted,
Becky Stewart, CAM**