

**PLAZA COMMUNITY ASSOCIATION
MINUTES OF BOARD MEETING**

Association: Plaza Community Association, Inc.

Date: Monday, August 7, 2017 at 10:00 a.m. MDT

Location: Full Circle HOA Management, LLC
560 Mountain Village Boulevard, 102B
Mountain Village, CO 81435
and via conference call

Directors Present: Sherri Reeder, Dan Gilbert, Stefanie Solomon

Others Present: Dan Witkowski (Full Circle), Hilary Swenson (Full Circle)

Meeting called to order at 2:04 p.m. MDT.

Earlier in the day all directors agreed to postpone the meeting until 2:00 p.m. MDT.

Roll call. Determination that a quorum, 3 of 3 directors, is present.

Meeting materials were e-mailed to the Board and posted on the website July 25th.

Motion by Sherri Reeder, second by Dan Gilbert to approve the April 5, 2017 board meeting minutes. All in favor, motion passes unanimously.

Managers' Report

Dan Witkowski led a discussion of facilities items and follow up to task list items.

Financial Audit: Full Circle obtained and distributed financial audit proposals from two firms, Reese Henry and Dalby, Wendland and Co.

Discussion – The HOA has not performed a financial audit. Directors discussion of level of audit, firm options. Dan Gilbert proposes to audit 2016 this year, option to perform a review going forward.

Motion by Sherri Reeder, second by Stefanie Solomon for the Plaza HOA to hire Reese Henry to perform an audit of Plaza HOA fiscal year 2016 and to authorize Dan Gilbert to sign and negotiate the agreement with Denise Jergins of Reese Henry, at a rate of \$9,000 and to be paid for as an unbudgeted expense in 2017. All in favor, motion passes unanimously.

Reserve Fund Study: Full Circle obtained and distributed a Reserve Study proposal from Bill DeAlva. Discussion of reserve study options, Bill DeAlva's expertise, value of reserve study for the HOA.

Direction for Dan Witkowski to go back to Bill DeAlva to narrow down the scope and specific needs of the HOA, with the intent to hire Bill DeAlva.

Insurance Replacement Cost Valuation

Motion by Stefanie, second by Dan Gilbert, to authorize Full Circle to hire Castle Inspection Services on behalf of Plaza HOA to perform the proposed insurance replacement cost valuation for the proposed estimated fee of \$400. All in favor, motion passes unanimously.

Dan Witkowski updated the board on a repaired leak of the Tomboy Tavern roof box. Dan Witkowski and Sherri Reeder performed investigative inspection on the roof.

Direction for Dan Witkowski to solicit bids to re-roof the area to be presented with the 2018 budget and performed in the spring of 2018.

Dan Gilbert led discussion and proposed creating a better formula for putting more of the cost of trash removal on the units generating the trash. Discussion of refuse created by residential, commercial and retail units. Sherri Reeder and Stefanie Solomon presented information related to allocation of trash expenses versus ownership allocation.

Discussion regarding the responsibility to secure the trash enclosure.

The next board meeting is scheduled for October 10, 2017 at 10:00 a.m. MDT, budget meeting.

Dan Gilberts seat is scheduled to expire December 2017. Direction for Full Circle to solicit owners for nomination by e-mail.

Motion by Sherri Reeder, to adjourn the meeting. All in favor, motion passes unanimously.

Meeting adjourned at 3:30 p.m. MDT.

THE FOREGOING MINUTES WERE APPROVED BY THE BOARD AT THEIR MEETING HELD ON Tuesday October 10th , 2017.