

# SCCOA HOA Board Meeting Minutes

Wednesday, May 14, 2025

The virtual meeting was called to order at 5:00pm MT. All 5 Board members were present.

The May 14<sup>th</sup> agenda was motioned for approval by Steve and seconded by Chad. No HOA Board member conflicts of interest were noted.

Attending throughout the meeting included owners from Units 102/105/109/110/114/ 201/202 /203 /205 /206 / 208/209 /210 /211 /212 /213 and 215. Each was allowed up to 2 minutes to offer the Board input on non-agenda items. The Board always values input from SCCOA.

Donna provided an oral review of quarterly financials. In short, our Balance Sheet & Total Assets have improved since last year. Reductions in our operating expenses vs. budget were attributed to investments in our jacuzzi cover, irrigation system and use of community snow removal labor. Unbudgeted increases in operating expenses were tied to increased accounting time, Attorney fees and sewer line repair. Steps are being taken to reduce these costs in 25-26.

The Consent Agenda was motioned for approval by Steve and seconded by Scott.

**Action Items:** The Board motioned and seconded then discuss each of the following motions, consistent with current process. The Board also listened to SCCOA feedback prior to approval of each of these action items, which passed unanimously:

1. Approval of 25-26 Annual Operating Budget: Motion to approve budgeted revenue plan of \$167,700 (+1.44%) and expense budget of \$167,700 (+5% vs prior year budget). This approved budget will be posted on our website.
2. Approval to transition to electronic banking for SCCOA monthly assessment receipts: HOA will retain check receipt for Special Assessments and issuance of checks to suppliers paid less than 3 times / year. Owners unable or unwilling to change to electronic banking will pay a \$10 / month fee. Change effective 6.1.2025
3. Approval of Unit 213 ARC form submission: Unit 213 proposed and received Unit 113 approval to a dining room extension of hard floors. Approval granted on basis that either unit must ensure proactive seller disclosure. In addition, we amended rule Section I, A,5d to identify those units granted hard floor exceptions within SCCOA Rules / Regulations or comparable governing documents. We will further review how these approved changes can be incorporated within deed restriction type documents.
4. Approval to investigate and establish Line of Credit (LOC) specifically to cover reconstruction obligations during reconstruction. The LOC is to be used as a bridge for owners not paying their reconstruction special assessment obligations.
5. Approval to pay Architect Phase 1 invoice based on attained outputs: Our community got its first peak by our Architect on building renovation illustrations showcasing upgrades being considered on roof, siding, fascia, railings, chimney stacks and windows. Architect received initial feedback which is planned for incorporation at the May 28<sup>th</sup> share out.

**Discussion Items:** Discussion topics at this meeting included:

1. Governance sub-committee report: Next steps to update and formalize our governing documents to ensure SCCOA remains in compliance with state and local regulations.
2. Building drainage project: Patrick & Scott led conversation on the importance of drainage upgrades as part of the current building renovation project. On a related note, Patrick also provided some initial findings surrounding our windows when the Pella representative visited Stone Creek recently.
3. Planned meetings include the Annual Owners meeting on July 3, 2025 at SCCOA Community Room. We will conduct a spring clean-up on June 21<sup>st</sup>. We will also hold an Owners building renovation “look and feel” share discussion on May 28<sup>th</sup>.

**Executive Session:** As provided within CCIOA guidelines, the Board held a closed-door session to review matters of which disclosure would constitute an unwarranted invasion of individual privacy and a discussion relating to written communication from legal counsel. The Board continues to seek guidance and counsel on these matters.

With no further business to come before the Board, the meeting was officially motioned for adjournment at 7:12pm MT.

## **Consent Agenda Approval Items:**

**May 14, 2025**

**Purpose:** For the sake of good governance and to allocate time to discuss important upcoming HOA matters, the Board can conduct a blanket approval of smaller items that have been handled between meeting within the small team guidelines provided.

**Process:** Board member can motion to approval all items in consent agenda and if agreed by Board members, these various action items acted upon between meetings can be voted (approved) as one.

If any one Board member objects and wishes to discuss any consent item, that particular item can be pulled from consent, discussed and voted separately.

**NOTE: ALL OWNERS MEETING MINUTES ARE APPROVED ONLY AT THE NEXT ALL OWNER MEETING.**

**For May 14, 2025 HOA Board meeting, two (2) items are on consent agenda:**

1. March 27, 2025 Quarterly Board Meeting Minutes
2. Rear of building low water turf seeding proposal (subject to TOA approval): ±\$2,500

**Motion:** To approve all **two** items which form the May, 14 2025 Consent Agenda items.