

**MESA RIDGE TOWNHOME ASSOCIATION**  
**BOARD OF DIRECTORS' MEETING**  
**Minutes of November 19, 2015**

<b>ROLL CALL</b>	Dana Barker	President
	Gene Pickett	Vice President
	Jane Rivet	Secretary
	Chris Wyman	Treasurer
	Dave Doucette	Director

**QUORUM**                      Yes  
**Established**

**ABSENT:**

Dana Barker, President, called the meeting to order at 5:03 pm.

**President's Remarks**

Searching for a manager is still in process and we believe we will be successful in having a manager on board by April 1, 2016 and to introduce this management company at the Annual Meeting on March 17, 2016. A reserve study is in progress and will be available at the annual meeting. Exterior maintenance will be added to our reserve accounts for next fiscal year. Document review items will be brought before the membership at the February 18, 2016 board meeting. This meeting is in addition to the scheduled meetings approved at the annual meeting in 2015. Our auditor prepared his report based on a four-year general ledger. An independent CPA has approved our ability to proceed with our bookkeeping procedures that have been put in place. We did not receive the proper documentation from past management and thus had to start over with our record-keeping format.

**Open Forum**

Email notices do go out to our list to encourage people to come to the board meetings. It is also posted on our website.

**Approval of Minutes**

The minutes of the September 17, 2015 without objections were approved as presented.

**Management Report**

The secretary gave a review of the handout presented to members present at the meeting. A copy of this report is posted on the website. New residents were announced. New residents are moving into our community. Landscape contract under redesign process for 2016. A newsletter will follow in December with heat tape info and annual meeting timeline discussion, along with other comments.

**Financial Report**

The treasurer presented the financials for September and October YTD report for FYE 2016. The report as presented was approved as presented.

## **New Business**

The audit report was presented with no further comments. It was approved and Blair and Associates will be instructed to file the tax return.

The President presented a possible option for homeowners to request snow removal for less than 3 inches of snowfall. However, our records show no prior requests in previous years for this service. Homeowners will be notified in a newsletter to see if there is any interest.

## **Old Business**

Snow removal discussion continued with the review of contracts still being considered. We will follow past year guidelines and continue to plow and sand at 3 inches.

## **Committee Reports**

Gene Pickett discussed the continuance of rock wall repairs, which will carryover to the next fiscal year. New report created a new list to prioritize for the next fiscal year.

Dave Doucette reported on the safety areas under consideration, heat tapes and water hose connections to homes. Heater tapes guidelines will be outlined in the next newsletter. The homeowner is encouraged to take an active role in the proper operation of these tapes.

## **BMSA Delegate Report**

Ken Wyman, our delegate, presented his report. A written report was made available to those present.

## **Adjournment**

With no further business to come before the Board, a **motion** was duly made by Dave Doucette and seconded by Gene Pickett to adjourn the meeting at 6:17PM. ***Passed***