KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

December 18, 2019

The regular meeting of The Ken Caryl Ranch Townhouse Association Board of Directors was held at the Ken Caryl Ranch House. The following directors were present or absent as noted:

Ken Whiteacre - Present Sue Bryant - Present

Bob Campbell - Present Kathy Dann - Present

Rick White - Absent Phillip Mills – Agent - Present

One homeowner was present as well,

Call to Order – Kathy Dann called the meeting to order at 6:30 PM. A quorum was present.

Minutes – The minutes of the meeting held November 13, 2019 were approved.

Open Forum

* Howard Tucker of #11751 asked the Board to consider removing the tree at the southwest corner of his unit. It has broken branches and hits the building in the wind.

Committee Reports

 Architectural, Building & Maintenance Committee

* No new applications had been received.

Landscape Committee

* The committee is redesigning the tree-trimming sectors.

Communications Committee

* The postcards sent by US Mail resulted in a few more e-mail addresses.
* The next newsletter issue is scheduled for January.

Financial Reports – Phil Mills reviewed the reports for November 2019.

* Ending balance of the Operating Account is $43,553. Reserve Accounts - $847,757.
* Disbursements during the month (not including the regular transfer to reserves) were $46,911.
* Delinquencies were $9,151.
* Prepaid maintenance fees were $16,907.
* Total expenses (11 months) were $10,261 over budget, due to snow removal and gutter cleaning.

Property Manager’s Report

* #11685 reported damaged siding and trim. Chambers is making repairs.
* Gutter cleaning has been completed.
* Heritage Roofing determined ice-damming caused a leak by the skylight of #11642.
* A skylight leak at #11653 occurs during windy, drifting snow.
* Chambers repaired a crack in the sidewalk at #11878.
* Huston is scheduling light pole repairs at #11714 and another location.

Unfinished Business

* The Board reviewed a proposal for concrete repairs and decided to get bids based on the proposal.
* Shultz will be reminded to not shovel the south sides of garages during snow storms to save money.

New Business

* None was brought up for consideration.

Executive Session – None was held this month.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:23 PM. The next meeting will be 6:30 pm on Wednesday, January 8, 2020 at the Ken Caryl Ranch House.

Respectfully submitted by Phil Mills, Acting Secretary