



# PELICAN POINTE HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING December 13, 2020 @6:00PM MINUTES

- I. Call to Order – The December 13, 2020 meeting of the Pelican Point Board of Directors was called to order at 6:03PM. Board members in attendance were Mary Gehris, Shelia Powell, Debbie Weed, Charles Kreiman, and Michael Heisler. Mike Workman was present representing Weststar Management.
- II. Election of Officers – The board discussed officer positions for the board of directors. The positions are as follows:
  - a. President – Charles made a motion, seconded by Mary, to elect Debbie Weed as the President. All voted in favor.
  - b. Vice President – A motion was made by Mary, seconded by Debbie to elect Michael Heisler as Vice president. All voted in favor.
  - c. Secretary – A motion was made by mary, seconded by Charles to elect Shelia Powell as the Secretary. All voted in favor.
  - d. Treasurer – A motion was made by Mary, seconded by Debbie to elect Charles as the Treasurer. All voted in favor.
  - e. Mary Gehris will be the Member at Large.
- III. Meeting Minutes – The board reviewed the meeting minutes from the October 12, 2020 board meeting. Since neither Debbie nor Michael were present as members of the board of directors for this meeting, they abstained from the vote. Mary, Charles, and Shelia reviewed the minutes from the October meeting. Mary made a motion, seconded by Sheila, to approve the October 12, 2020 meeting minutes. Mary, Shelia, and Chuck voted in favor, Debbie and Michael abstained.
- IV. Homeowner Forum –
  - a. Jann Tracy was present at the meeting and stated that she received a fine notice for her cat being off the leash. Jann wanted to know if her cat damaged any of the property.
    - i. Neither the board nor management was made aware of any damage. However, it was noted that per the covenants, all pets must be either carried or on a leash when in the common area, including cats.
  - b. Ed Pickney was present and wanted to know about the ARC request that he had submitted.
    - i. The board advised that Ed’s request would be discussed later in the meeting, under Homeowner Communications.
- V. Financial Statements – The board reviewed the financial statements for October 31, 2020 and November 30, 2020. Without objection, the board accepted both financial statements.
  - a. Bank Signature Cards – Management presented the board with the CIT Bank Signature cards and stated that he will meet with the board members to have them signed.
  - b. Other financial business – There was no other financial business presented to the board.
- VI. Committee Reports
  - a. Landscape Committee – The board discussed the vacancy in the Landscape Committee. It was decided that Mary would head up the Landscape Committee for 2021.
  - b. Social Committee – A report was not presented to the board.



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- c. ARC – It was decided that Marcia Helfant would remain the ARC Committee Chair. All ARC requests would be forwarded to Marcia for review and recommendations.
- d. Other – There were no other Committee Reports presented to the board.

### VII. Old Business:

- a. Echo Roofing – The board discussed the relationship with Echo roofing and Pelican Pointe. With the warranty claim and potential litigation, it was decided that the Association would not continue to conduct business with Echo Roofing as it would appear to be a conflict of interest.
- b. Board Ethics – This item has been tabled to the January meeting.
- c. Garage Door at MM 102 – The board discussed the damage to the garage door at MM 102. It was reported that Brightview has taken responsibility and will replace the door. Management will coordinate the repairs with Colorado Garage Door and the owner as well as reimbursement from Brightview for the repair expense.
- d. Snow Removal – The board discussed the snow removal services with Brightview. Considering the damages from the previous removal, it was decided that since Brightview has taken responsibility for the damage and committed to repairs, Pelican Pointe will continue to use their services for this season. However, the board would like to bid for services at the end of the contract.
- e. Jim Cuellar, Maintenance duties – the board was presented with a list of duties and responsibilities for Jim. It was reported that the cobwebs around the porch lights were not being cleaned and that there is a bulb out at the mail kiosk. The property manager is Jim's immediate supervisor and will oversee the list and Jim's performance. All owners are to report maintenance issues to the manager for resolution.
- f. Other – None reported.

### VIII. New Business –

- a. Gutter Cleaning, Echo Roofing – The board decided to hold this service for now considering the roofing issues. Management will solicit a bid from Premier Roofing for on-going gutter maintenance.
- b. Coupon Ordering – It was reported that the budget and coupons have been submitted for ordering. Owners should be receiving their coupons in the next 2-3 weeks.
- c. Appfolio – It was reported to the board that Weststar is in the process of changing their management software. Changes such as board access to governing documents, reports, and financials was part of the change. Owners will be able to get copies of their ledgers, make payments, and download important information without the need to contact management. More information will be provided in the weeks to come.
- d. CondoCerts – The board was presented with the Closing Letter requests from October to November. These letters provide the information on the seller and the buyer for individual units. The welcome committee, headed by Sheila Powell, will use this information to contact the new owners and present them with a welcome packet.
- e. Other – The board discussed that parking in the community has become a problem again, but will revisit after the new year.




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### IX. Correspondence

- a. Newsletter – It was reported to the board that Danielle Zieg was willing to do the newsletter for a little while longer. Danielle will update the board when she has decided to stop production.
  - i. The board asked that the next newsletter post a request for a new editor.
  - ii. Deadline for additions and changes for the newsletter are December 21<sup>st</sup>.
- b. Violations – the board was presented with copies of letters sent to owners in the month of October and November. No further discussion.
- c. Workorders and Maintenance Requests – These items were previously discussed. No new information was presented.
- d. Homeowner Notices, ARC request for Ed Pickney – The board advised to refer this request to the ARC for review.
- e. Calendar – The board was presented with the 2021 calendar. It was requested that the Calendar be sent to the board.
- f. Other –
  - i. Door Glass – The board discussed the decal in the windows. It was decided that owners are not allowed to replace those without submitted a request through the ARC committee. Any owner that replaces the decals without approval risk fines and a requirement to remove the decal and replace at their expense. It was decided that the owner at X-103 will need to replace her decal with an exact match as it was changed without approval from the ARC. The board will research a location for he decals and report back at the next meeting.

- X. Adjournment – Hearing no further business brought before the board, the meeting was adjourned at 7:29PM.

On the behalf of the Pelican Pointe BOD

Approved:  Date: 01 / 11 / 2021