

Arbors at Mountain Shadows Special Meeting Minutes
April 2, 2024 @ Clubhouse @ 6:30 PM

Attendance: Gene Saghi, Wyatt Kondris, Joe McNulty, and Jason Hendricks, and Secretary Louise McCallie.

- There were no objections to holding the meeting. Joe called the special meeting to order at 6:32 PM.
- **Joe made a motion to open credit cards with ENT Federal Credit Union for Gene, Joe, and Wyatt. Gene seconded the motion. There was a brief discussion about the rewards and benefits for using a credit card versus a debit card. The motion passed by unanimous vote.**

Purchases, etc.

- Joe returned our old printer/scanner to Amazon because it stopped working.
- Gene, Joe, and Jason bought a new printer/scanner with a 4-year warranty from Best Buy.
- We received an invoice for RRR Imaging for \$25 (annually) to increase memory on website.
- We had the carpets cleaned on 3/27/2024 in clubhouse/workout room for \$180.
- Joe purchased painting supplies (for clubhouse bathrooms) and locks for sprinkler system at Lowe's and provided the receipts to Wyatt.
- We are currently in the process of scanning documents into the Cloud. Teresa and Jackie are working on this.
- Native grass program.
 - Lance from the city is coming out to provide another opinion and water audit. Joe will ask about getting a gauge/meter on pool area to monitor water use.
 - A licensed contractor must be the one to plant the new native grass for us to get the reimbursement from the city (we would likely use Monarch).
- Discussion re: vendors on property going forward.
 - When coming onto the property, approved vendors should contact a board member, who will notify other board members of vendors on the property.
- Painting of bathrooms (4/13/2024 volunteer date).
 - Phil will replace bit of drywall in men's bathroom to take care of a patch of black mold. Lynda is organizing painting.
- Gene and Joe need login access to Ent electronic banking.
 - Wyatt will follow up on that.
- Where is the key to the front door of the clubhouse?

- Wyatt will follow-up on that.
- Refrigerator.
 - Carole has offered to buy a mini refrigerator for the clubhouse.
- File scanning update.
 - Jason recommended a file-naming convention so that everyone is consistent. Gene found a record retention system with time recommendations for different types of documents. We will return to this once we have more information as to how long it takes to scan documents and how many documents we have to scan.
 - Gene will ask our attorney if we can get rid of hard copies once we have scanned them.
 - **No motion needed.**
- **Joe motioned to vote that Balanced Bookkeeping do all closing surveys going forward, as per the contract we have with them. Jason seconded the motion. After a brief discussion, Gene, Joe, and Jason voted yes. Wyatt voted no. The motion passed.**
- Front Range Arborists, Inc., has sent out our new contract. They will spray some Australian pines on the property. Joe will confirm with them that our maintenance agreement covers this spraying.
- The Colorado Springs mayor wants to meet with communities around the city. Joe will call and see if we can get on his calendar.
- The meeting was adjourned at 7:29pm.