**TERRACES AT MEADOWS RUN**

**A COLORADO NONPROFIT CORPORATION**

**SPECIAL BOARD MEETING**

**September, 15th 2021 2:30PM MT**

1. **Board Members Present:**
2. Tim Cass
3. Pete Carson
4. Michael Orcutt

**Others Present:**

Scott Benge- Catapult Consulting

Alex Keeton- Catapult Consulting

Nicole Pieterse- Legal Counsel

Damien Bielli- Legal Counsel

JC Risewick

Leon Aarts

Karen Locke

1. **Proof of Quorum:**

A quorum was met with all 3 board members present.

**Scott Benge called the meeting to order at 2:32 p.m.**

**Proof of Notice:**

Notice for the September 15th meeting was sent out on 9/10/2021.

1. **Approve Agenda for 9-15-2021 Meeting:**

**MOTION** by Tim Cass to approve the September 15th, 2021 Meeting Agenda. **SECOND** by Michael Orcutt**.**

**PASSED UNANIMOULSY.**

**Approval of minutes of prior board meeting 6-2-2021:**

**MOTION** by Tim Cass to approve the June 6th, 2021 Meeting Minutes with the changes made by Nicole Pieterse and with addition of thanking Michael Orcutt for stepping up to serve on the board. **SECOND** by Michael Orcutt**.**

**PASSED UNANIMOULSY.**

1. **Old Business:**

There was not any old business to discuss.

**New Business:**

With the history of leaks within Terraces, preventative measures are being taken before the start of winter. The heat tape for all units will be inspected this week. Scott Benge will receive a bid for heat tape to be installed where necessary. Due to a construction dumpster being used for residential trash, a sign was put up to mitigate risk of bears getting into the dumpster. However, there has not been a large problem with bears getting into the trash this year. Fall landscaping maintenance will be happening soon. A sprinkler that was not aimed correctly was hitting the Tom Forman’s window causing the window frame to swell. The window can now only be opened from the outside. Scott Benge will address the needed repairs. The board agreed that the snow removal service used last should remain, as they were all impressed with their work.

JC Risewick wanted to inform the board/owners that when the original hardwood flooring was put in, there were many places that nails went through the in-floor heating pipes. This was also the case in another unit. Therefore, bringing on the concern that all floors need to be checked to prevent leaks. With a consensus being that there is no real way to tell, unless all owners rip out their hardware flooring, it was concluded that Scott Benge will speak with Reid Rutherford (plumber) while he is scheduled to do routine maintenance, to see if he is also able to do PRV adjustments and detect any possible leaks or suggest any other solutions.

**Update on Unit 1201 Water Leak:**

Repairs are moving slowly within David Fry’s Unit. Scott Benge will ask the contractor for an update on any new progress to be happening within Unit 1201. Leon Aarts thanked the board for their efforts during this situation. Mr. Aaarts stated that he and Mr. Fry’s other neighbors will pay for costs incurred to the damages to their unit, they do not want to be held liable for any other costs incurred due to the leak within David Fry’s Unit. Mr. Aarts also stated that he and the other owners within the building of the leak did receive the offer by the HOA, and all agreed it was not satisfactory.

**Executive Session: Consultation with Legal Counsel CRS 38-33.3-308(4)(b) and (f); and**

**MOTION** by Tim Cass to go into executive session. **SECOND** by Michael Orcutt.

**PASSED UNANIMOULSY.**

The Board Members convened in Executive Session at 3:14 pm with Damien Bielli and Nicole Pieterse.

1. **Adjournment of meeting.**
2. **MOTION** by Tim Cass to come out of executive session and adjourn the meeting at 3:52 pm. **SECOND** by Peter Carson. **PASSED UNANIMOULSY.**

Action Items:

* Scott Benge and Nicole Pieterse will together to clarify matters on windows fogging, screen damage, and the West Parking lot assignments.
* Scott Benge will add the maintenance chart to the website.