

Windmill Creek Reserve Patio Homes Association

Board of Directors Meeting Minutes

March 28, 2024

Valley Country Club

9:00 am

Meeting called to order at 9:00 am. By Amy Kirsch

Board members present: Bethany Atkins, and Amy Kirsch

Board members absent and excused: Joyce Gietl

Quorum of Board of Directors established. Minutes were taken and transcribed by Virginia Johnson.

CPMG Staff: Virginia Johnson, Association Manager CMCA, AMS, PCAM

Contractor: None

Board Reports:

- The entrance at Blackhawk Way and Caley Intersection is being repaired with cement instead of the bricks that are currently failing.
- **Motion:** to approve the Caraveo Construction bid (\$25,760.00) for entrance repairs was made by Bethany Atkins, seconded by Amy Kirsch and passed unanimously.
- **Motion:** to approve CPMG opening the VMS owner portal for owners to access ledgers, association documents and other important information for a total cost of \$15.00 per month beginning in June 1, 2024 was made by Amy Kirsch, seconded by Bethany Atkins and passed unanimously.

Homeowner Forum: There were 0 owners present.

- **Topics:** None

Meeting Minutes: September 12, 2024

- **Motion** to approve the September 12, 2024 minutes as written was made by Bethany Atkins, seconded by Amy Kirsch and passed unanimously.

Financials:

- **Motion:** to approval all months up to and including February 2024 financials prepared by CPMG subject to audit was made by Bethany Atkins, seconded by Amy Kirsch and passed unanimously.
- **Discussion:** The board will work with CPMG on transferring money from reserves for upcoming projects as needed.

Association Managers' Report: Virginia Johnson

- Virginia Johnson gave an update on daily operations.

Action between Meetings:

- Election of Officers are set as Amy Kirsch, President – Bethany Atkins, Treasurer and Joyce Gietl, Secretary
- The 2023 Taxes were completed and filed
- CPMG 2024 Contract
- Bid for trees at 1369 was approved

Contracts/New Business: None

Architectural Requests: None

Hearings: None

Correspondences:

Executive Session: None

Adjournment: 9:45 AM

Next Meeting: TBD