

# Saxony Homeowners Association, Inc.

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October 16, 2012

Minutes of Saxony HOA Board

## Attendance

President-Alan Brown

Vice President- J. Craig Holland

Secretary/ Treasurer- Maria Diefenderfer

Manager-David Littler, Peak to Peak Property Management, LLC

Homeowner guests-none

Quorum present-yes

Meeting called to order by President Brown at 1400 hours.

The minutes of the previous meeting (10-1-2012) were reviewed and corrected. S/T Diefenderfer motioned for approval and, VP Holland seconded this motion, which carried by a 3-0 vote. All minutes are available on the Saxony web site.

<http://www.peaktopeakmgt.com/pages/associations/saxony/index.html>

## Actionable items-

- a) Financials were reviewed 2 weeks ago (10-1-2012) and there are no new financials to review.
- b) The 2013 yearly budget has been revised over the last two months. Mr. Littler presented a final version today.  
A motion to approve this 2013 budget was made by VP Holland and seconded by S/T Diefenderfer. The motion passed 3-0. This approved budget will be presented for ratification at the November 13<sup>th</sup>, 2012 annual meeting and all owners will receive budget information before the annual meeting.
- c) The previously approved concrete repairs by SPCS Inc., Construction Services, were modified today. A motion to revise the contractor to PLM and change the scope of work was made by VP Holland and seconded by President Brown. This motion carried 3-0. This motion saved Saxony HOA \$200.
- d) The reserve study has been completed and posted on our website. Because all transfer of reserve funds to the operating account require board approval, a motion to transfer \$1100 from reserve to operating account, to pay Bradley Property Consultants, was made by VP Holland and seconded by President Brown. This motion carried 3-0.

## Discussion items-

- a) Bradley Property Consultants has completed their Reserve Study and it will be posted on the Saxony website. At least two areas of this report merited discussion today. Concrete repairs at 9631 and 9585 have already been arranged. Second, the reserve analysis is a working document and should be adjusted as necessary to meet the needs and desires of the Association and reflect changing conditions.
- b) Mr. Littler did meet with members of the GroundMasters staff to review the performance of the ET irrigation controller. Appropriate adjustments were made and the in ground irrigation system is now off for the season with final "blow out" scheduled for October 22, 2012. This system will be reviewed again next spring.
- c) Master's Touch is expected to do drainage work in the northeast section of Saxony later this month.
- d) The annual meeting date remains November 13, 2012 at Castlewood library starting at 6 p.m., and, Mr. Littler will send out a packet to all owners with the meeting notification, agenda, proxy ballot forms, and budget information. Because this packet will be out shortly, there will be no October newsletter.

There being no other business, a motion to adjourn was offered by Pres. Brown, S/T Diefenderfer seconded, and was approved 3-0. The meeting ended at 1525 hours.

Next meeting, 11-13-2012, at 6 pm at Castlewood Library **Annual and Budget Ratification Meeting**

Signed

J. Craig Holland

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