

# WINDOW ROCK EAST HOA

## BOARD OF DIRECTORS MEETING

**DATE:** Monday, November 18, 2019  
**TIME:** 5:30 PM  
**LOCATION:** Pool Ramada

### CALL TO ORDER

The meeting was called to order at 5:32 PM.

### HOMEOWNERS PRESENT

Steven Digmann, Nora Ruiz, Brian Sanders

### ROLL CALL

Board Members Present:

Ed King	-	President
Susan Wood	-	Vice President
Jim Nelson	-	Treasurer
Meegen Muse	-	Secretary

Management: Gabriel Noriega - GNC Community Management

### QUORUM (4)

A quorum was present to conduct an official meeting. Mr. King called the meeting to order.

### HOMEOWNER OPEN FORUM/COMMENTS

➤ None

### APPROVAL OF MINUTES

- The minutes of the October 21, 2019 Board of Directors Meeting were reviewed.  
*A motion was made to approve the minutes as corrected. The motion was seconded and approved.*

### FINANCIAL REPORT

- The Board reviewed the October 2019 financial report.  
*A motion was made to approve the financial report as presented. The motion was seconded and approved.*

### MANAGER REPORT

Mr. Noriega presented the Board with a written report. Below are noted action items:

- **Gate** - No issues reported.
- **Pool** - The pool has been closed for the season, there is graffiti on the pool by the storage shed.
- **Landscaping** - Vicks Handy Works continues to service the community, they are working on trimming and weeding the community. Victor is getting bids for the entrance lights.

### BUSINESS

- ARC Application** - Lot 156 submitted an application for painting his home. The board reviewed the application.  
*A motion was made to approve the application as submitted. The motion was seconded and approved.*

- b. **New HOA Laws** - Mr. Noriega reviewed the new HOA laws that were passed by the legislators this season. Two in particular affect communities:
- 1) The HOA is now required to provide a final demand letter to the owner for delinquent assessments giving them 30 days, then they will be sent to collections.
  - 2) The HOA will no longer send coupon booklets at the beginning of the year, now it is mandated that an HOA monthly statement is sent to the homeowner in lieu of a coupon booklet.
- Mr. Noriega stated that he had adjusted the 2020 budget to reflect the statement costs. He added that he already sends the owner a final demand letter prior to sending an owner to collections, so that law does not really affect the association.
- c. **2020 Draft Budget** - Mr. Noriega presented the board with the draft 2020 budget. Mr. Noriega briefly reviewed the budget. Mr. Nelson will take a look at it closer and report back to the board. The budget will be approved at the December Board Meeting.

#### **NEXT MEETING**

- The next Board of Directors meeting will be on December 16, 2019 at 5:30 pm.

#### **ADJOURNMENT**

**Motion: With no further business, Mr. King made a motion to adjourn the meeting at 6:13 PM. The motion was seconded, all were in favor and the meeting was adjourned.**

Respectfully Submitted by

Gabriel Noriega, CMCA, AMS  
GNC Community Management