HOA Board Meeting Minutes

Date:	June 25, 2026, 6:30 pm Basalt library
Next Meeting:	Wednesday, August 11
Attendees Noted:	BOARD MEMBERS: Andy Carl, Mike Stern, Jeannie Carter, Gavin Griffiths, Lilly Strout (via google workspace video) HOMEOWNERS/OTHERS: Ben Fierstein, Anne Baker, Rene F, Chad White, Carol Anne Carl, Melanie Muss for owner Gavin Beekman

1. Approval of Previous Meeting Minutes

The Board reviewed the April 29 meeting minutes. Mike made a motion to approve the minutes, Lilly seconded the motion, and the minutes were approved unanimously.

2. Financial and Landscaping Update

A brief financial update was provided. A semi-annual financial report is expected to be distributed around the end of June or early July. Discussion included operating expenses such as construction, maintenance, lawn care, irrigation, and landscaping.

Landscaping and irrigation: Landscaping remains a significant annual budget item. Tree maintenance and related landscaping expenses were reviewed. Irrigation startup and sprinkler-head replacements were noted at approximately $400 for the season. Recent rainfall may help reduce irrigation-related water expenses, and irrigation costs will continue to be monitored throughout the watering season.

3. Rental and Lease Compliance Discussion

The Board discussed several units currently being rented and emphasized the importance of maintaining current lease and occupant information. All leases should be submitted to the HOA for review and recordkeeping.

Concerns were raised regarding properties in transition and situations where rental paperwork has not yet been provided. The Board discussed updating and simplifying current owner and tenant information forms, including online submission procedures. Lilly offered to assist with revisions to the HOA forms.

Action items: Update lease and tenant registration forms; improve online submission procedures; and follow up with homeowners who have not submitted required leasing documentation.

4. Fence and Construction Projects

The Board reviewed ongoing fence replacement and maintenance projects. Multiple contractor bids were discussed, with bids ranging approximately from $13,000 to $24,000 depending on materials, scope, and removal requirements.

Cost allocation methods were discussed, including potential sharing of expenses with bordering neighbors along Lauren Lane based on linear footage. Fence conditions, maintenance standards, and long-term repair needs were also reviewed.

5. Clarification of HOA and Homeowner Maintenance Responsibilities

The Board discussed maintenance responsibility guidelines. Formal documentation will be finalized after review by legal counsel.

Responsibility Summary

HOA Responsibility	Homeowner Responsibility
Front stairs, treads, and exterior painting	Deck surface boards/decking
Exterior patio fencing	Interior portions of patio fencing, as applicable
Deck structural components, including columns, beams, and joists	Heat tape associated with preventing ice dams
Bird-proofing measures, such as wire mesh where necessary	Exterior garage doors
Roof skylights and evaluation of roofing maintenance needs	Patio landscaping and vegetation, provided it does not interfere with HOA maintenance obligations or insurance requirements

6. Gas Grill Policy

The Board discussed safety concerns associated with grills located on decks and near residential structures. A= motion was made and seconded to prohibit open-flame gas grills on HOA property. The motion was approved by= majority vote.

7. Reserve Study and Roof Maintenance

The Board reviewed information regarding the community reserve study. A reserve study was completed approximately two years ago and includes street-related infrastructure. The study will be made available on the= HOA website.

Roofs were evaluated by a roofing professional approximately two years ago. Concerns regarding roof= penetrations and ongoing maintenance were discussed. Andy agreed to follow up regarding roof conditions, heat= tape considerations, and potential recommendations.

8. Insurance

A brief discussion was held regarding HOA insurance documentation and coverage. Additional clarification may= be needed regarding coverage distinctions between portions of the community.

9. Adjournment

A motion to adjourn was made and approved. The next meeting is scheduled for Wednesday, August 11.