

**LIBERTY SQUARE TOWNHOME ASSOCIATION**  
**March 2022 BOARD MEETING**  
**Minutes**

Wednesday, March 9, 2022  
3:00 PM – 4:30 PM  
Virtual

**I. Call to Order –  
3:02**

a. Call to Order

Roberta (Bobbi) Dorry (2023)

John Adams (2023)

Geoff Clarke (2023)

b. Dorman Management Representative: Sonja Hettle; Kristina Schurig

**II. State Farm Insurance: Randy Bales**

**III. Homeowner Forum**

**IV. Approval of Prior Meeting Minutes: February 9 and 16**

a. Bobbi made a motion to approve the minutes, Second by John, All in favor. Motion carries unanimously

**V. Reports**

a. President

- i. Looking into solutions on opening/closing pool every morning/evening
- ii. Proxy cards investigated, but bars need unable to be accessed from outside fence line
  - John will solicit Glazier Steele company for a comparable bid

b. Treasurer/Financial Report

- i. Operating funds is \$163,558.38
- ii. Reserve is \$157,770.27
- iii. Everything is on track except gas is 4x higher than budgeted
  - Bobbi will review utility bills before approving January Financials

c. Manager's Report

- i. Violations are escalating and closing as needed
- ii. 12 new work orders as of Friday, March 4<sup>th</sup>, 2022

d. Committee Reports

**VI. Ongoing Business**

a. Update on Unit 61 restoration/Pest control

- i. Tabled

b. Unit 49 – Valve installation in home (HOA or homeowner responsibility)

- i. Tabled

c. **Parking Lot Spaces**

- i. Unit 46 Parking Space Change Request
  - Potential for setting a precedent and she does not have a handicap placard

d. Trash Contract

- i. New dumpsters will be dropped off.

**VII. New Business**

- a. Ratify email votes (if necessary)
  - i. Olson Plumbing repairs Unit 61/62
    - \$706 dollars for repairs
    - Bobbi made a motion to reimburse the property manager as responsibility of the pipe is a limited common area pipe, 2<sup>nd</sup> by John. All in favor, motion carried unanimously.
- b. Discuss plumbing issue 61/62 and drywall repairs
- c. Sidewalk repairs and replacement work completed 3/
  - i. Garret will repair cracks, then final payment will be issued
- d. Siding repairs/replacement
  - i. Bobbi made a motion to approve CM Robinson to perform repairs on a NTE amount of \$3270. 2<sup>nd</sup> by John.

All in favor. Motion carried unanimously.

- e. Electrical
  - i. Bobbi made a motion to solicit a bid from Rocky Mountain Electric to place lights in the phone rooms and perform said project. 2<sup>nd</sup> by John, all in favor, motion carried unanimously.
- f. Mud jacking bids
  - i. Bobbi made a motion to accept the bid from Crackerjack for \$3850. 2<sup>nd</sup> by John. All in favor, motion carried unanimously.
- g. Management Contract
  - i. Bobbi made a motion to amend management contract to Option #3. 2<sup>nd</sup> by John. All in favor. Motion carried unanimously.

**VIII. Executive Session (if necessary) – 4:37**

Entered for addendum E – unwarranted invasion of privacy

**Adjournment – 4:45**

**Next Meeting – April 13<sup>th</sup> , 2022 3:00 pm**