

**SWEETWATER RANCH HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
OCTOBER 13, 2020**

NOTICE OF MEETING

Upon due notice given, a meeting of the Board of Directors for the Sweetwater Ranch Homeowners Association was held on October 13, 2020 at the hour of 5:30 p.m. via Zoom.US.

ATTENDANCE

Directors Present: Matthew Leyden and Grace Britton.

Directors Absent: None.

Representing Encore Property Management: Melissa Wudzke..

CALL TO ORDER

The meeting was called to order at 6:06 p.m. by Matthew Leyden, President.

HOMEOWNER FORUM

No Homeowners were present for Homeowner Forum.

CONSENT CALENDAR

- A. Review/Approve Minutes of July 14, 2020.
- B. Review/Approve Organizational Minutes of July 14, 2020.
- C. Review/Approve Management Report of July 14, 2020.
- D. Review/Approve Financials ending August 31, 2020.

A motion was made by Matthew Leyden to approve the Consent Calendar as submitted. Seconded by Grace Britton. Motion carried unanimously.

The Board of Directors reviewed the Financials ending July 31, 2020 by email.

LANDSCAPE REPORT

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Motion made by Matthew Leyden to approve 2021 Reserve Study that was prepared by Reserve Data Analysis. Seconded by Grace Britton. Motion carried.

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Motion made by Matthew Leyden to approve the 2021 Budget at \$34.00 a month. Seconded by Grace Britton. Motion carried.

Motion made by Matthew Leyden to approve filing Lien Resolutions on Parcel #480-530-047, #480-530-026 & #480-530-002. Seconded by Grace Britton. Motion carried.

Motion made by Matthew Leyden to approve the Proposal from Frisbey, Carter and Associates, in the amount of \$700.00 to prepare the 2020 Financial Review and to file the 2020 Taxes. Seconded by Grace Britton. Motion carried unanimously.

Motion made by Grace Britton to adopt the Revised Election Rules, per SB 323. Seconded by Matthew Leyden. Motion carried unanimously.

Motion made by Matthew Leyden to appoint Scott Kerr as a Board Member. Seconded by Grace Britton. Motion carried.

NEXT MEETING DATE

The next meeting date is tentatively scheduled for January 12, 2021 at the hour of 5:30 p.m. Locating to be determined.

EXECUTIVE SESSION DISCLOSURE

The Board met in Executive Session on October 13, 2020 to review the Executive Session Minutes, collection accounts, violations and hearings.

ADJOURNMENT

There being no further business to bring before the Board at this time, the meeting was adjourned at 6:26 p.m.

Submitted by:
Melissa Wudzke, CCAM®
Certified Community Manager

Approved by: _____

Authorized Board Member

1/21/21

Date