



Cliff Rose Homeowners Association

Open Board of Directors Meeting

March 20th, 2025, at 11:00AM

I. Call to Order

The meeting was called to order by Dave at 11:06 AM.

II. Open Forum – 3 Minutes per Topic

- Dave welcomed attendees on Zoom and introduced all participants.
- Rich Zablocki raised concerns about pet waste in common areas and non-compliance with cleanup rules.
- Discussion on meeting times led to a motion by Dave to hold the next meeting at 6:00 PM for the executive session and 7:00 PM for the open session. Rob seconded. **Motion passed.**

III. Approval of February 2025 Minutes

- The February 2025 meeting minutes were approved following a motion by Rob and a second by Sue. **Motion passed.**

IV. Architectural Review Committee (ARC)

- No updates
- The board decided a Statement of Interest (SOI) will be sent to owners to recruit ARC members. Hannah was asked to draft an email and form and get it out to the member as soon as she could.

V. Management Report



- Hannah provided a summary of ongoing management activities, including website updates and resident communications.

VI. Treasurer's Report

- Jody reviewed financials and noted a discrepancy in account balances.
- **Outstanding balances:** 26 homeowners have not paid the January assessment. The board decided to send emails to these homeowners.

a. Approval of February 2025 Financials

- A motion to approve the February 2025 financials, with notes on discussed fund transfers, was made by Dave and seconded by Rob.
Motion passed.

VII. Maintenance Report

a. Canyon Weed Bid

- The board discussed the bid and Sue brought up concerns regarding the spraying, suggesting the funds be allocated toward trimming and thinning trees instead.
- Sue also proposed obtaining more bids.
- Jody suggested a compromise by splitting the projects, approving the weed removal separately from the weed killer and pre-emergent spraying.
- Jody motioned to approve the \$19,993.80 weed removal bid from Just in Time since there had already been three bids received on this previously. Sue seconded. **Motion passed.**
- Dave motioned to obtain three total bids for weed spraying. Jody seconded. **Motion passed.**



- Dave motioned to have Just in Time conduct a test spray in one section of the trail instead of bidding the whole spray project so they can see the results of the spraying. Sue seconded. **Motion passed.**

b. RV Lot Bid

- Hannah will arrange for Rob to speak to the handyman regarding the bid.
- Hannah and Rob will arrange a date to do the RV lot audit and change the code.

VIII. Social Committee Report

- Sue reported difficulties in scheduling meeting events due to the absence of the staff member handling rentals. The staff member is expected to return on March 25th.
- Jody noted that the next food drive is scheduled for Labor Day weekend and suggested reconsidering the date.

IX. New Business

a. Quail Trail Topics for Next Quarter

- The board discussed potential topics for the next Quail Trail edition.

b. Compliance Policy Review

- **Tabled until the next meeting.**

c. Proposed Bid Solicitation Policy

- **Tabled until the next meeting due to Donna's absence.**

d. Board Appointments

- The board welcomed new members:



- Catherine Craig
- Frank Barbaro
- Bill Krauss
- Jody motioned to approve all three nominations. Rob seconded. **Motion passed.**

e. Board Seat Assignments

- Jody motioned to reassign officer seats. Rob seconded. **Motion passed.**
- Officer roles were assigned as follows:
 - **President:** Dave (Motion: Rob, Second: Bill)
 - **Vice President & ARC Liaison:** Donna (Motion: Dave, Second: Rob)
 - **Treasurer:** Jody (Motion: Dave, Second: Jody)
 - **Maintenance Chair:** Rob (Motion: Jody, Second: Dave)
 - **Social Chair:** Sue (Motion: Jody, Second: Rob)
 - **Website/Quail Trail Coordinator:** Catherine (Motion: Jody, Second: Dave)
 - **Members at Large:** Bill & Frank (Motion: Dave, Second: Jody)
- **All motions passed with Sue abstaining from the vote for President.**

f. Board Duties – Review

- **Tabled until the next meeting.**

X. Old Business

- Hannah recommended appointing a liaison for board communications.



- Rob motioned for Dave to be the liaison for all correspondence. Frank seconded. **Motion passed.**

XI. Adjournment

- The meeting adjourned at 12:59 PM.
- **Next Meeting:** April 17, 2025, at 6:00 PM (Executive Session) and 7:00 PM (Open Session).