

<p style="text-align: center;"><b>Kingsgate Highlands Division 3 and 4 Homeowner Association Board Meeting Minutes - August 18, 2020 (Online)</b></p>
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1. Call to order (Mike) - 7:35 (Chris A, Amador, Darcey, Scott, Alex, Chris D, Mario, Mike, Derek)

- Guests: Adam Hart, Bri Adams, Brian Knoblich, Call in user 7, Cheryse Lewis, Jake Rutenbar, Don Hough, Jeff VanderPol, John Butler, Kaleb Coleman, Matt Larson, Michelle Dwyer, Marcello, pmonson, Ryan Beattie, Sarah Poulin, Shirley Tudhope, Terri Dayton, Tess Aldinger, Themba, Thomas Cox, Tiffany Greene, Victoria Gray

2. Special Agenda Item: Professional HOA Management

- Formal presentation (see website for presentation)
    - Explanation of the HOA management exploratory process
    - Description of the services provided by an HOA management process
    - Explained why NOVA was selected to move forward from the researched vendors to this meeting
    - Cost analysis of HOA management
    - Displayed the bid response and incremental costs from NOVA
  - Community input
    - Don Hough - Thankless job, completely in support
    - Adam Hart - Echo appreciate the work and full support
    - Tiffany Greene - What happens if it does not turn out, appreciate the opportunity to test and see how performing. Down the road concern about the extra expense. Concerned about need to rebalance the dues amount with the additional expense.
    - Shirley Tudhope - Concern would be for retirees (added cost).
    - Tess Aldinger - Provision for annual audit and what happens when they escalate their costs
    - Ryan Beattie - Thanks for all of the hard work, fully in support of the outside group.
- Board member input
- Alex Clark - Thank you for all of the hard work. Not against full management but the timing is tough.
- Motion by Chris A. to vote on response as written, second by Chris D. (Approved 7-2)

3. Special Agenda Item: Recognition of Past Employees and Volunteers

Will purchase flowers and gift cards for the amount not to exceed \$350 for Candis Brink, Vicki Gray, and Kelly Guenser for their service to the community  
Provide Kelly Guenser \$100 per hour starting in October 1st to help with the transition not to exceed \$1,500 with an expiration of December 1st  
Motion by Mike to vote on response as written, second by Darcey (Approved 8-0 with one abstention)

4. Executive Session

Discussed transition

- Mario will keep the standard billing
- Chris Dwyer will start contract negotiations
- Need to be careful with expanding the pool due to cost considerations

8:45 Adjourn

Next Meeting: Wednesday, September 9 from 7:30-9:00 @ Online