

# *University Park Homeowners Association, Inc.*

## **Board of Directors – SPECIAL MEETING Minutes**

**Via ZOOM**

**March 6, 2025**

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The meeting was held via Zoom and was called to order at 3:01 PM. Present were as follows:

Lloyd Nordhausen	President
Judy Walton	Vice President
Nancy Bunker	Secretary
Jim Forman	Treasurer
Jon Scott	Director at Large
Gary Schmidt	Director at Large
Wilson Hitchings	Director at Large
Derek Patterson	Community Manager
Chuck Graham	Bylaw Committee Chair

3 visitors were present:

Linda Sauer - 2670 Rockhurst - homeowner

Penny Larson Hubbard – 2611 Rockhurst – homeowner

Bob Gold – 2113 Park College

This meeting was a Special Meeting, conducted using ZOOM, with four items on the agenda. Therefore, there was no Owners Forum.

President Lloyd Nordhausen presented ground rules for meeting discussion, additionally all attendees must be respectful, raise their hand and they will be placed into ZOOM speak.

The attendees may speak if a motion is made – after the Board’s discussion period.

### **Agenda item #1 - Final review and approval of the proposed amended & restate Bylaws:**

Chuck Graham, Bylaw Committee Chair discussed the few edits presented. There were no objections.

### **Agenda item #2 - Review and approval of draft meeting notice:**

Lloyd discussed what the format of the meeting will be, how to send notice, recommended using a postcard and placing a new tab on the website. Derek and Lloyd will draft a sample postcard. Discussion on timing of mailing of post card.

### **Agenda item #3 - Review of vote counting options:**

Lloyd discussed prices for two counting options. Jim Forman explained E-voting. Derek and Jim will follow up on E-voting and report to the board.

### **Agenda item #4 - Recommendation from the Finance Committee to allocate 2025 budgeted funds for the Reserve Account on a monthly basis.**

Jim Forman reminded the Board that in the approved 2025 budget presentation to UPHOA Members, a commitment was made to make monthly contributions to ensure that the budgeted amount of \$40,000 would be made by year end. Jim Forman made a motion, which was seconded, to direct the HOA Manager to make monthly reserve contributions during 2025 of \$3,333.33.

Discussion was open to Board and visitors.

Being no further discussion, the vote was taken:

Motion voted unanimously in favor

Motion carried.

**Agenda Item #4a – Recommendation from the Finance Committee to move \$21,284.31 from operating cash to Reserve account as the 2024 Reserve contribution.**

Jim Forman explained that while the 2024 year-end Income Statement shows a loss, that was caused by writing off uncollectable bad debt. Without the non-cash charge, the actual 2024 operating surplus would have been \$21,284.31. Jim Forman made a motion to move \$21,284.31 from Operating cash to Reserve account.

Motion seconded.

Discussion was open to Board and visitors:

Being no further discussion, the vote was taken:

Motion voted unanimously in favor

Motion carried.

**Additional discussion items:**

Lloyd asked the board to discuss the date for the annual yard sale. July 18<sup>th</sup> and 19<sup>th</sup> were decided.

\*\*\* It was noted that the Board would go into an Executive Session to discuss the one item.

Meeting adjourned at 5:20 pm

Respectfully submitted

*Nancy Bunker*

Secretary

UPHOA Board of Directors