

**Two Rivers Homeowners Association  
Board of Directors Meeting Minutes  
January 18, 2018**

**Present:** Board members: Patrick Wirta, Jennifer Meyer, Wil Smoke, Erica Olsen, Kevin Zasio, Brandon Juarez, Joe Mueller, and Craig Kvamme.

**Absent:** No Members absent.

**Sentry Management:** Representing Sentry Management was Christian Brockl.

1. **Call to Order:** The meeting was called to order at 8:35 p.m. by President Patrick Wirta.

2. **Minutes:** The minutes from the November 16, 2017 meeting were reviewed and accepted without changes. **Motion:** A motion was made to accept the minutes as presented. (Juarez, Olsen; passed. Zasio and Kvamme abstained as new board members). **Minutes:** The minutes from the December 4, 2017 Special meeting were reviewed and accepted without changes. **Motion:** A motion was made to approve the December 4, 2017 minutes as presented. (Smoke; Olsen; passed. Zasio and Kvamme abstained as new board members).

3. **Election of Officers:**

**Treasurer:** Patrick nominated Erica Olsen for the Office of Treasurer. Patrick called for a vote. A vote was taken and Erica was elected 7-0.

**President:** Jennifer Meyer nominated Kevin Zasio, Erica Olsen nominated Patrick Wirta, and Wil Smoke nominated Jennifer Meyer. Each candidate presented reasons to be president. Patrick called for a vote. Kevin Zasio received 5 votes. Patrick Wirta received 3 votes. Kevin Zasio was elected to be President.

**Vice President:** Wil Smoke nominated Patrick for Vice President. Patrick was elected to office of Vice President 7-0.

**Secretary:** Wil nominated Craig Kvamme to be Secretary. Craig was elected to the office of Secretary. Passed 8-0.

4. **New Business:**

**Pointe Open Seat.** Pointe seat was open due to the resignation of Victor Miller.

**Motion:** Motion was made to send a letter to the Pointe Homeowners notifying them they have 45 days to present new candidates or the seat will be open to the Main association. (Smoke; Wirta; passed)

**Landscape & Irrigation.** Patrick agreed to continue management of the landscape and irrigation due to his knowledge and complexity of the system.

**ACC & Other Committees.** Kevin would like to have an email discussion regarding committees. The board would like to appoint Craig Kvamme as new chairperson of the ACC. Craig agreed to find new members for the ACC. Christian will notify Larry Harpe and Tom Schowalter that they will no longer be on the ACC

committee. Motion to approve Craig Kvamme as the new ACC Chair and remove other members from committee. (Meyer; Smoke; passed)

**Parking Lot.** Committee was formed Erica Olsen, Jennifer Meyer, and Kevin Zasio will be the parking lot committee.

**Communication.** A new e-mail address will be established for homeowners to communicate issues and concerns. All board members will have access to the emails and Christian will be primarily responsible for responding to homeowners.

**5. Future Meetings: Clubhouse at 9:00 AM** (Third Monday of each month)

February 19, 2018

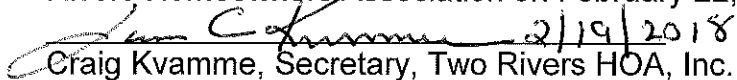
Board of Directors Meeting

March 19, 2018

Board of Directors Meeting

**Meeting Adjournment:** The Meeting adjourned at 9:42 p.m. **Motion:** Motion to adjourn the meeting was made. (Mueller; Meyer; passed)

These minutes were prepared by Christian Brockl of Sentry Management as the managing agent, approved by me and accepted by the Board of Directors of the Two Rivers Homeowners Association on February 22, 2018.

 2/19/2018  
Craig Kvamme, Secretary, Two Rivers HOA, Inc.