



**November 17, 2017 Minutes**  
**APRA Board Meeting via Conference Call**

**Present:** Rich Thompson, Megan Konecny, Mike McDermott, Rob Forney and Roy Helsing.

**Unable to Attend:** Ted Salgado

**Staff:** Becky Fisher

- I. Call to Order** – 11.17.17 Board Meeting convened at 11am CDT.
- II. September 15, 2017 Board of Director Meeting Minutes** – The minutes were forwarded to the Board for review in advance of the conference call. Rob motioned for approval; it was seconded by Rich. The motion carried.
- III. Financial Report**
  - A.** Becky reviewed the YTD Profit & Loss statement and Balance Sheet as of 10/31/17.
  - B.** Becky advised that TEAM Finance Manager was denied admin-view access to BMO online, even using Rich's passwords. When contacted, the BMO online rep advised that a current signer must contact them to grant access. The original request had come from TEAM to allow for account reconciliation earlier than the mail typically delivers. As long as Board meetings are held mid-month or later, this shouldn't affect creating/sharing reports in advance of Board conference calls.
  - C.** Becky is in the process of drafting the 2018 Budget. She questioned the 2017 budget for newsletters since it was not used. A determination regarding the newsletter will be made when the entire budget plan is laid out.
  - D.** The proposed 2018 Budget will be emailed to the Board for approval.
- IV. Committee Reports**
  - A. Reserve Study Legislative Committee**
    - i. Rich reported that the committee hasn't met since September; the next conference call meeting will be in early December.
    - ii. The committee is in agreement that our legislative requests should be basic and as simple as possible. -Reserve specialists will follow whatever was put forward in the past.
    - iii. The committee continues to brainstorm on a position paper.
    - iv. Typically, condo associations have their own reserve policy; CAI is also working on the same ala' cart concept.
    - v. It was suggested that the State of Colorado should have a reserve study policy that could be used as a basis.
  - B. Public Policies Committee** – No report.
- V. Unfinished Business**
  - A. 2018 Symposium**
    - a. Becky shared a spreadsheet comparing costs and info received from multiple meeting facilities in Washington, DC and Nashville.
    - b. A motion to hold the 2018 Symposium in Nashville on Saturday, April 7 or 14, was proposed by Roy; Rob seconded. The motion carried.

- c. Attendee cost to include lunch and dinner for all-in pricing. Consideration for breakfast may not be included due to the incredibly high cost (with tax and gratuity, even Continental breakfast is over \$40 per person). Becky to check regarding breakfast inclusion for attendees staying at the hotel stay.
  - d. The Symposium Committee agreed to brainstorm on content suggestions via conference call at 9am on December 14<sup>th</sup>.
  - e. It was suggested that we contact CAI in Tennessee for local speaker suggestions.
- B. APRA Website & PRA Online Application.** Mike to again email the link for approval.

**VI. Membership Summary:**

<b>Individual Members</b>		<b>Member Companies</b>	
PRA Members	64*	Reserve Study Providers	56
General Members	20	Affiliates	<u>1</u>
Affiliate Members	<u>2</u>		
<b>Total Individuals</b>	<b>86</b>	<b>Total Member Companies</b>	<b>57</b>

*\*Rob questioned the increase in PRA Members as the September report was 62. Becky will review and confirm.*

The meeting adjourned at 12:06pm CDT.

**Next Board Meeting Conference call:** Friday, January 19, 2018.

Respectfully submitted, Becky Fisher, TEAM, Inc.