**KINGS ROW HOMEOWNERS ASSOCATION**

Executive Board Meeting

January 8, 2014

Location: Peter May’s Residence

Attendees: Peter May, Mike McGowan, Gina White, Tom Hazard, Gay Lewis and Krystle Ortell

* Call to order at 7:07 pm
* Approval of 12/11/2013 minutes. Peter May made motion to approve. Seconded by Gina White. Minutes approved.
* New Bookkeeper and Secretary appointed – Krystle Ortell. Gay Lewis has resigned as the Kings Row HOA Bookkeeper, and Krystle Ortell will take over her duties as of January 1, 2014.
* Old Business
* Krystle Ortell has been in contact with the Bank regarding Knight House foreclosure. Fannie Mae has not given a contract number to the property yet so there is no address to send the assessment invoices to date.
* The Misunas’ are still behind on their assessments. Mike McGowan does not want to involve a law firm to handle liens. Tom Hazard mentioned using small claims court over liens – the advantages are: convenience and the ability to get garnishments.
* As of the January 8, 2014 meeting no lien had been filed on Misunas’.
* Tom Hazard reported on his research regarding backflow devices. A backflow device is required for any home where non potable water may contaminate/come in contact with potable water. Backflow devices are owned by the homeowner, and it is their responsibility to have the device inspected annually. However, the HOA is responsible for auditing for cross contamination.
* The fire hydrant above the Rex home has been dug out.
* Tom Hazard would like to use the existing website email address rather than creating a new one. Tom Hazard is to contact Roberta McGowan for help with accessing the email account. When communicating with homeowners a blind copy should be used so that personal emails are protected.
* New Business
* Financials
* Starting with 2014 the HOA will be on a fiscal year ending on

 12-31-14.

* Colorado Water Board Loan – approximately $10,000 left to pay. It will take 2 more years to pay off and at 3% interest it was decided to not pay it off early.
* Peter May will be responsible for signing the 2013 tax forms.
* Proxies – as of January 8, 2014 the board has received nine proxies.
* There are a total of 49 lots, and the HOA needs 25 to make a quorum.
* If need be Gina White, Peter May and Tom Hazard will call to get proxies.
* Tom Hazard will email everyone whose email address is on file encouraging each homeowner to send in their proxies.
* Pump House
* Peter May has been plowing with his ATV. If the snow becomes unmanageable, Peter May will contact another company/person to plow.
* Annual Meeting
* Peter May to call Gayle Wells to turn on heat at school house
* Peter May will be responsible for creating the agenda. The agenda will contain the following items:
* Review what was done at last annual meeting
* Approval of President, Vice President and new board members
* Budget approval
* Update to personal contact information
* Mike McGowan resigned his position on the Board.
* Next meeting will be the annual meeting on January 18, 2014 at The School House. There will also be a meeting on February 12, 2014 at 7:00 pm at Tom Hazard’s house.
* Adjournment: Meeting adjourned at 8:00 pm