Executive Board Meeting

December 3rd, 2014

Location: The Residence of Gina White – 1096 Kings Row Avenue

Board Members in Attendance: Peter May, Carolyn Dahlgren, Gina White, Antonia Cooper, Gerald Fielding and Krystle Ortell (recording secretary); Tom Hazard was contacted via telephone during the Reserve Study and Website discussion.

Homeowners in Attendance: Becky Chase

1. Call to order at 7:10pm
2. Vote Board Membership – this was done at the annual meeting
3. Becky Chase: Prior Board Covenant Enforcement and Amendment
	1. Beck Chase discussed the prior Board’s experience with enforcing covenants. The Board at that time decided to amend the covenants, they walked the neighborhood to see what covenants were being violated and decided that a re-write/update of the covenants would make it so the covenants would be enforceable. They sent changes to homeowners via mail with vote-in ballots. Becky’s main suggestion to the current Board is that they establish covenants that are enforceable and that the Board “needs teeth” for enforcing the covenants – the previous board put into effect a large fine for non-compliance.
	2. The only variances that Becky Chase knows of are:
		1. Cuseo – for horses on less than 3 acres
		2. Misunas – for roosters
	3. Assignments: Becky Chase will look to see if she has copies of any letters that were sent to homeowners regarding non-compliance of covenants.
4. Approve Minutes
	1. October 1st, 2014 Monthly Meeting – Carolyn Dahlgren motioned; Peter May second; all were in favor.
	2. November 1st, 2014 Annual Meeting – these minutes will be approved at the 2015 Annual Meeting
5. Annual Meeting Follow Up
	1. Home occupation/business document – Garfield & Eagle County Regulations
		1. Many people currently work from home; the new covenant needs to address home offices. Both GARCO and Eagle require a home office to not create the appearance/activity of a commercial building.
	2. Covenant amendment – process for receiving member input
		1. The Board needs to determine what the drivers are behind the covenants
		2. The Board will send a survey to homeowners with 10-15 suggested changes to the covenants for the homeowners to vote on: Do you want this change? Yes or No; comment
		3. Amendment Suggestions, other than home office:
			1. Chicken Coops
			2. House Color
			3. Noxious Weeds (state law)
			4. Backflow Device (state law)
		4. The Board will review the covenants of other subdivisions (Cerise Ranch) to aid in the process of the covenant changes.
6. Water Tank Report
	1. Distribution to members?
		1. Assignment: Krystle Ortell to send an email to homeowners letting them know the tank inspection is available upon request
	2. Discuss content of report
		1. What does “holiday” refer to? A “holiday” is a missing coat of paint.
		2. Process for tank repair
			1. Drain – 2 -3 days – the HOA will use the water to a point and then the rest of the water will be drained
			2. Sandblast
			3. Stage for paint
			4. Paint – cure for 2 weeks
		3. The HOA will be without tank water for at least one month
		4. **It is imperative that homeowners be informed that during the tank repair process potable water not be used for irrigation**
	3. Schedule work per Annual Meeting discussion
		1. The months now under consideration are June and September. If there is a lot of irrigation water in June, that may be the best month.
		2. Carolyn Dahlgren made a motion to get bids for the tank repair work; Gerald Fielding second; all were in favor
	4. Assignments: Antonia Cooper to get a bid on the tank work. Peter May will contact Mike McGowan for a bid. If there is a huge discrepancy between the two bids than a third bid will be sought.
7. Reserve Study
	1. Distribution to members
		1. Carolyn Dahlgren motioned to send the Reserve Study to all homeowners via email; Gerald Fielding second; all were in favor
		2. Assignment: Krystle Ortell to send the reserve study to homeowners via email
	2. Follow up on assignments
		1. Assignment: Tom Hazard to look in the pump house for month/year that the irrigation was installed. Tom Hazard will contact Bryan Farley to discuss the unofficial warning the HOA received regarding the irrigation placement on county right of way. Tom Hazard will email the date from the irrigation blue print to Carolyn Dahlgren.
8. Website Follow Up
	1. The HOA is still in need of a website designer
	2. Assignment: Gina White and Gerald Fielding to contact businesses/individuals for website design. Antonia Cooper will put out a notice on Facebook.
9. Preferred format for Minutes – summary vs. chronological detail
	1. Summary is preferred
10. Lessons learned regarding preparation for annual meeting
	1. Carolyn Dahlgren motioned that the 2016 budget and agenda for the 2015 Annual Meeting be on the agenda for the October 2015 Board Meeting. Gerald Fielding second; all were in favor.
11. Past Due Assessments
	1. Misunas – send “notice of failure to pay.” If payment isn’t received on or before December 31st a lien will be filed.
	2. Kuen – send “notice of failure to pay.” If payment isn’t received on or before December 31st a lien will be filed.
	3. Gunter – send “notice of failure to pay.” If payment isn’t received on or before December 31st a lien will be filed.
	4. Assignments: Krystle Ortell and Carolyn Dahlgren to draft “notice of failure to pay” letter and have attorney review. Krystle Ortell to get letters to Peter May for signature and mailing. If payment is not received Krystle Ortell is to file a lien(s).
12. Communication with Lawyer: authorization by Board or delegation by President
	1. Gina White motioned that the Board meeting agenda include an action item when the HOA needs to purchase lawyer time so that the Board can track budget. In between meetings, Peter May has authorization to approve lawyer communication; Gerald Fielding second; all were in favor.
13. Lawyer recommended payment plan – discussion and referral of questions to Jeff
	1. Carolyn Dahlgren motioned to table the discussion until the January meeting; Gina White second; all were in favor.
14. Officer Appointment
	1. Peter May – President
	2. Carolyn Dahlgren – Vice President
	3. Peter May motioned to elect President & Vice President and table election of Secretary and Treasurer; Antonia Cooper second; all were in favor.
15. The next meeting will be held on Thursday, January 8th at 7pm at Peter May’s Residence – 703 Kings Row Avenue.
16. There being no further matters to come before the HOA, the meeting adjourned at 9:30pm.