**Executive Board Meeting**

July 28th, 2016

Location: The Residence of Carolyn Dahlgren– 0034 Kings Row Avenue

Board Members in Attendance: Peter May, Carolyn Dahlgren, Gerald Fielding and Krystle Beattie (recording secretary)

Homeowners in Attendance: Carol Nieuwenhuizen, Mimi and Tim Trombatore, Roshni Slali, Kathryn Dziedzic

1. Call to order at 7:15pm
2. Approval of April 27th, 2016 meeting minutes – it was decided to delay the approval of the April minutes until the August meeting.
3. Presentation of Draft Minutes from June 15, 2016 – Carolyn Dahlgren handed out the draft minutes from the June 15, 2016 meeting to the Board members in attendance to review for approval at the August meeting.
4. Minutes from joint ARC and Board meeting June 16th, 2016 and July 6th, 2016, delayed until August meeting.
5. New owner of Lot 49 - Friends of Aspen Animal Shelter. New tenant of Lot 49 – Kathryn Dziedzic and family.
	1. Kathryn advised the Board that they would like to paint and replace the front door at Lot 49. The color will be in the sage family. Gerald Fielding motioned to approve the painting and replacing of the front door without ARC review as replacing “like with like”; Perter May second; all were in favor.
6. Lot 4 – Roshni Slali and Jay Kopitsky – appeal regarding privacy fencing / ratification of informal decision at July 6th joint ARV/Board meeting at Dave Bell’s Residence
	1. Roshni stated that she and Jay would like to put a privacy fence between their property and the road that runs along the back of their property. Their reasons include: people driving too fast, dust, noise in the morning and night, people approaching their residence from the road.
	2. The ARC is opposed to the privacy fencing
	3. The Board referred to the covenants stating that fencing is supposed to be split rail or pole, and, the covenants reflect a value of openness in the community. The Board is reluctant to approve as a variance.
		1. Suggested solutions rather than privacy fence:
			1. Go to Garfield County Commissioners and ask that they pave or gravel the road or apply mag chloride to help with the dust.
			2. Alternative ideas: slatted fence, using landscaping/vegetation to create privacy, making a fence that is architecturally integrated with the house and not just a wall along the perimeter of their property
	4. No vote was taken, either to ratify July 6 or change that informal decision. The item was tabled for further discussion and a vote at next Board meeting.
7. Unpaid Assessments
	1. Misunas, Carol Gault, Rex Trustee – Carolyn will contact
	2. McGowan’s – Peter will contact
8. Budget
	1. Krystle Beattie advised the Board that bookkeeping is under budget and legal fees have gone over budget and that money may need to be moved from one category to another to cover the professional and legal fees. The legal fees are over budget due to water court proceedings.
	2. Peter May suggested either reallocating or moving money from reserves.
	3. Peter May motioned to move $2,000 from Bookkeeping to Professional and Legal; Gerald Fielding second; all were in favor.
	4. Assignment: Carolyn Dahlgren to fashion email to send to homeowners explaining the water court case and inviting them to the next meeting. Krystle Beattie to send email blast.
9. Add enforcement technique to new Covenants – Krystle suggested that there should be no ARC review if the owner/ARC applicant is not up to date on assessments – Gerald Fielding motioned to approve, Peter May second, all were in favor. Assignment: Carolyn to include in Covenant rewrite.
10. Filing Antonia’s position
	1. Mimi Trombatore volunteered to be on the Board. Peter May motioned to accept; Gerald Fielding second; all were in favor. Assignment: Krystle add ratification to agenda for Annual Meeting.
	2. Gerald Fielding was appointed treasurer to work with Krystle on financial matters. (Note: Carolyn functions as Board Secretary, working with Krystle on Minutes, correspondence, etc.)
11. Board review of Herreid/Ponto change order
	1. Herreid/Ponto would like to add a taller header to the fence that was approved by the ARC. The fence will be 5’6” and the header will be 7’6”. The owners sent a Change Order to the ARC after the ARC completed a site visit on July 18. The Board approved the change order unanimously, by signing the document on July 28 Assignment: Carolyn to communicate with Lot owners.
12. Update on South Bandit Trails – Holy Cross – the Board is trying to formalize a trail on the Holy Cross underground-line (and general utility) easement (over Lots 40 – 44) to allow homeowner’s access to open space.
	1. The lawyer will call homeowners to discuss revocable license agreements vs. easements.
13. Lead/Copper Testing
	1. EPC is required by federal and state law to test for lead/copper in water so they need water samples from homeowners who have access to unfiltered water – this is done every 3-5 years.
	2. Volunteers:
		* 1. Joel & Page Cook – 805 Kings Row
			2. Bev Misunas – 1253 Kings Row
			3. Holly & Joshua Nelson – 317 Kings Row
			4. Tom & Julie Hazard – 0344 Kings Row
			5. Gerald & Kathleen Fielding – 750 Kings Row
	3. The results will be posted on the annual water quality report in April 2017
14. Windmill Property and Triangle Open Space
	1. The lawyer has drafted a use agreement but it has not been sent to Piccinati.
	2. Someday Ranch has verbally stated that they would like to purchase the triangle open space parcel. The purchase price would likely be between $5,000-$10,000 – there would be a lot of approval work with Garfield County before possible sale of the property.
15. Non-record owners on Board
	1. Kings Row HOA is organized as a non-profit corporation. Our HOA lawyer advised that CCIOA is not involved and the governing corporate statute allows non-record member to be on the Board. The bylaws need to be changed to reflect this. Assignment: Carolyn to draft amendments to By Laws.
16. Woodpecker issue at Pump House
	1. EPC will patch the hole created by the woodpeckers. Assignment: Carolyn Dahlgren will get a deterrent for the woodpeckers.
17. ADU Update
	1. Everyone but the Bartholow’s has stated that ADU’s have been removed or there never was an ADU on the property.
18. Enforcement Letter for All Homeowners
	1. The Board and others present reviewed alternate drafts of the letter and Board approved one form.
	2. Carolyn word-processed the selected final and the Board signed. Assignment: Krystle to copy and mail to all owners and post on website.
19. Individual Enforcement Letters to be sent after above letter to all owners.
	1. Carmichael – put up wainscoting without ARC/Board approval. Carolyn Dahlgren drafted a letter asking that Carmichael follow the process and provide sample to ARC, stressing consistency in approving applications– ARC approved the letter.
	2. Cooper – Form letter to be sent addressing weed, ARC, outside storage, etc.
	3. Misunas/Boyd – Form letter to be sent addressing weeds in front yard, vehicles, dogs, camper, etc.
	4. BentonSmith – Renters – Form letter to be sent to owner and tenant addressing weeds, multiple vehicles, garage addition, etc. Assignment: Carolyn to contact Benton Smith representative to find out who present owner and tenants are, and to advise of needed clean-up. Carolyn to final letters and Krystle or Carolyn to mail.

There being no further matters to come before the HOA, the meeting adjourned at 9:15pm. The next meeting will be held on August 24th at 7:00pm at Peter May’s Residence.