

Meeting Minutes from CEPOA Board Meeting 6:00 p.m. April 30, 2019
Cathy Gunderson's House

Type of Meeting: General Monthly Meeting

BOD Members Present: Janice Wiskamp, Mike Greene (by phone), Kathie Atencio, Cathy Gunderson, Nina McVicker (absent)

ACC Members Present: John Tracey

- I. Call to order/Roll Call
 - a. Call to order at 6:05 p.m.
- II. Picture of BOD Members for PPT/Website
- III. Approval of Minutes from last meeting
 - a. Minutes were approved by the BOD.
- IV. Treasurer's Report
 - a. Our balance shows \$111,256.09 in the bank and a net profit of \$21,735.18 so far for the year. The dues (\$26k a year) come in at the first of the year. We have six delinquent homeowners owing \$1,400 plus interest. If we don't get the payment, we will be turning them over for collection.
 - Treasure's Report was approved by the BOD.
 - b. Mike Greene is working on the Reserve study. This is required by CCOIA (HB 09-1359). This law requires the HOA to have a policy concerning when and how reserve studies shall be done and to identify how it proposes to pay for scheduled repair or replacement of portions of the community that the HOA controls. Mike made a motion that our policy is to review reserves in April every year (the month before annual elections) and identify potential future significant financial obligations and a plan to pay for them.
 - The BOD approved that we will review our reserves every April and identify potential significant future obligations.
 - c. For this year's study, Mike is proposing a reserve goal of \$100K for water or well expenses. This will be funded by the \$25K transfer from the insurance deductible assessment and a \$500-month transfer from our operating account to a reserve savings account. When, we must fund "water or well" expenses we will use these funds. If the expenses, exceed the reserve amounts, we can fund the excess thru the operating account or a special assessment.
 - The BOD agreed. Motion to approve the study by the BOD. The BOD agreed.
 - In addition, a motion was agreed by the BOD to put the transfer request on the ballot for the annual meeting of the \$25K.
- V. Open issues
 - a. Annual Meeting Finalization:
 - Sound: The BOD approved a motion to support the purchase of a sound system.

- AV: John has the AV equipment and will be providing this for the meeting.
 - Handouts: Agenda, meeting minutes from last year, the map from Geri, the Ballot, the Proxy, and a return envelope.
 - Post/Email: Cathy to print the envelopes with all the new addresses.
 - Ballot: Changed the ballot to include the correct Bylaws reference, separated out the ballot and the proxy, and we will provide return address envelopes for them to use/drop off.
 - PPT: Janice has been working on this.
 - At the meeting we will have copies of the treasurer's report, extra copies of the map and agenda, and the roster to review/confirm that information is correct.
- b. Horse Trail Signs/Mowing Discussion and Vote: Signs: Will change "welcome" to "entering." We will include, "covenant controlled" on the signs. The horse signs will have, "no motorized vehicles."
- The BOD approved a motion to replace all the signs with metal signs and some of the poles that need to be replaced.
 - We will get an estimate for the installation and mowing of horse trails.
- c. Survey Analysis: The BOD approved the questions. We will send this out tomorrow. Janice will ask Nina to send this out.
- d. Lot 50/53 Update:
- Lot 50 – The realtor thought we could have 7 horses. Janice told them, "no" our covenants only allows for 4 horses.
 - Lot 53 – The Board took no action.
- e. South Entry Update: Janice contacted the stucco people that did the signage at the entry on the north side. We will get the results of the survey if this is important to the community to update the entrance on the south side.

VI. New business

- a. Lot 81 – Received his letter from December. Mike and Janice will send another letter out letting him know where we are with the results.
- b. Lot 55 – John will find what documentation he gave to Jay re: his shed, trees, and berm.

VI. Adjournment

We moved to adjourn at 9:06 p.m. We have our annual meeting scheduled for May 15th at 6:30 p.m. at the South Metro Fire Station 40 located at 10297 N. Chatfield Dr., Littleton, CO, 80125.

Signed copy on file

6/25/19

Kathleen M. Atencio, CEPOA Secretary

Date