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DUTCH CREEK VILLAGE HOMEOWNERS & RECREATIONAL ASSOCIATION
MEETING MINUTES OF THE BOARD OF DIRECTORS

March 11, 2008

ACTION / MOTION RECORD

1. **ACTION:** Auditor, Michele Giomatti, will begin her audit within the next two weeks.
2. **MOTION:** Minutes of Feb. 6, 2008 Board of Director's meeting approved as corrected
3. **ACTION:** Karen Melfi will assume the responsibility of Pool Manager until which time the Board elects officers after the Annual Meeting, May 6th, 2008. Mark Hannum and Dan Dowell will assist as needed.
4. **MOTION:** Budget proposal for 2008-09 accepted as presented; and will be presented to homeowners at the Annual Meeting on May 6, 2008. (Attachment #2)
5. **MOTION:** The Board authorized \$1500 for a sprinkler system to be installed in the multi-purpose field at the NE part of our recreational area where native grasses were planted last year, and \$7500 to build a 4' retaining wall in that area and all the landscaping of the slope above the wall as detailed by the bids Rich Hagan brought to us tonight. Motion passed with a vote of 4 to 2.

Attachments:

1. Finance Report – Profit & Loss Budget vs. Actual and Balance Sheet as of March 10, 2008
2. Updated Budget planning worksheet

MINUTES APPROVAL SIGN-OFF:

Signature of President, DCVHOA

Signature of Secretary, DCVHOA

Date

Date

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DUTCH CREEK VILLAGE HOMEOWNERS & RECREATIONAL ASSOCIATION
MEETING MINUTES OF THE BOARD OF DIRECTORS

March 11, 2008

The Directors of the Dutch Creek Village Homeowners and Recreational Association, a Colorado non-profit corporation, met to hold their regular monthly meeting in the coffee shop meeting room of the Trinity Christian Center at 6500 W Coal Mine Ave. at 6:30 p.m.

Attendance:

Board of Directors: Dan Dowell, Mark Hannum, Karen Melfi, Eileen Parker, Chris Pillow and Marcel Savoie; Debbie Swoboda was absent

Committee Chairmen: Lucius Day and Rich Hagan

Homeowners: Jack Clark, Dale Cloud, and John Peterson

Guest: Michele Giometti, CPA, auditor hired to do the audit of financial records for the 2006-07 fiscal year

President, Marcel Savoie brought the meeting to order at 6:30 PM.

He introduced Michele Giometti and asked her to tell the attendees something about herself first. Michele Giometti: CPA, had been in the property management business mainly with homeowners' associations and worked with more than 60 properties until about 4 years ago when she went into business for herself after getting her Masters' Degree and her CPA license. She would begin within the next two weeks; and would get together with Chris Pillow and request materials as needed during that fiscal period to be examined.

HOMEOWNERS' FORUM:

The three homeowners present said they had no issues to discuss at this time; just general interest, in particular to support Dan Dowell as they are all on his Greenbelts/Landscaping committee.

DIRECTOR REPORTS

President: Marcel Savoie

*Commended Eileen Parker, as secretary, on her hard work and thorough coverage of the meetings; however, noted that she ought to be more careful of the coverage. In his opinion and that of a secretary for a major corporation with whom he shared our past Minutes in order to get input, the Minutes of a Board meeting should summarize business and discussions rather than detail such.

*Stated that personal & personnel matters and disagreements between Directors could and should be handled by an Executive session of the Board of Directors as allowed by CO statutes.

*Discussion ensued as to the efficiency and adequacy of sharing the minutes of the last Board of Directors' Meeting via e-mail. Each director should read and comment and be ready to vote on acceptance of the Minutes at the following Board meeting. Consensus was to continue as we have been.

*Directors were asked to respond "aye" or "nay" to question, "Have you read the Minutes of the last Board Meeting as sent via email?" Everyone responded in the positive.

Secretary: Eileen Parker

*Asked for any corrections/changes/additions to the emailed Minutes of the Feb. 6, 2008 BOD meeting:

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Marcel: pg 6, 2nd paragraph – strike “in her opinion”; 2nd to last sentence of that paragraph should be changed to state that he was referring to having any complaint from homeowners whether through one of the Directors or not to be in writing.

*Therefore: pg 6, 2nd paragraph will read:

“Eileen recommended that the Board replace Mark Hannum as chairman of the ACC committee because, ~~in her opinion~~, he has not been” Also, the 2nd to last sentence of that paragraph be replaced with “Marcel encouraged us to continue working out these issues and go to him with ~~complaints, in writing,~~ *written complaints from other homeowners* ...”

*Eileen moved that the minutes of the Feb. 6, 2008 BOD meeting be approved as corrected. Dan Dowell seconded the motion. Motion passed unanimously.

Vice President: Karen Melfi

*After some discussion, we determined that the previous facilities questionnaire of fall 2006 was sufficient to determine tennis court usage and interest from Dutch Creek residents. Karen will visit neighboring recreation facilities (i.e., Normandy, Columbine Knolls, etc.) to determine usage and interest in the community. This information combined with the questionnaire data already obtained should help us formulate future plans for the tennis courts.

*Karen will look into other maintenance options for our tennis courts.

Grounds Maintenance: Dan Dowell

*No report; but does have a request for consideration under New Business

Architectural Control: Mark Hannum

*ACC committee is made up, now, of Mark and Rich Hagan (Filing 1). Mark will find another homeowner to serve who is from lower Dutch Creek part of Filing 1, if possible. Filing 3 has its own ACC committee. He stated that the other two members of the committee which he had, formerly, are no longer on his committee.

*He has been making an overview of Filing 1 and 2 for violations of covenants and rules.

*Dan Dowell suggested that the Board schedule a separate meeting in order to discuss the covenants, rules, violations, etc., since we seem not to have time at the regular meetings to deal with these issues.

Treasurers Report: Chris Pillow

*Attachment 1 – “Profit & Loss Budget vs. Actual -April 1, 2007 through March 10, 2008” and “Balance Sheet – As of March 10, 2008

*Insignificant changes from last month

*\$71,500 is owed on the loan for the Facilities Improvements; about \$20,000 has been repaid on this to date

Pool Management: Debbie Swoboda, absent and no report

*Marcel inquired if anyone had talked with Debbie Swoboda as this was her second consecutive absence without letting him know or responding to his requests for the pool budget projections. No one had. Lucius Day said that he understood that she did not intend to stand for reelection to the Board at the end of her term, March 31, 2008. Karen Melfi was asked to take over for Debbie at this time and to handle the pool issues until the Board elects officers after the Annual Meeting. Dan Dowell and Mark Hannum volunteered to give her help as needed

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COMMITTEE REPORTS

Website: Lucius Day

*It is working now, for all intents and purposes

Facilities Improvement: Rich Hagan

*Goodland Construction has fixed the damaged fence by the pool house and will replace the damaged curb, etc. The landscaping damage will be done after mid-April when Rich returns from vacation. The damaged bench was moved to near the pool deck and replaced with a new one at the parking lot area.

OLD BUSINESS

Budgets by area of responsibility:

Marcel did not bring the updated budget planning document; asked everyone to use the Feb. data and he'd fill us in AND send us the updated one via e-mail

*Add \$485 additional expense under Administrative to reflect the projected expenses of the secretary and pool gate cards and tennis court keys as submitted by Eileen Parker in February.

*Add \$3000 to Grounds Maintenance Reserve fund

*Add \$750 to Tennis Courts Reserve fund

*Total of \$5050 earmarked in this budget for Reserves

*Discussion summary: It is Marcel's opinion that, in the past, Chris Pillow as treasurer has been a diligent guardian of the HOA's finances and kept money in savings for rainy day or emergency needs. However, this should be a function of the Board of Directors -- to earmark funds, annually, to go into a Reserve funds account/category which plan for upcoming repairs/replacements/needs. This way the funds are earmarked for more specific needs and not in the general fund.

*Marcel moved that the Board of Directors accept the Budget for 2008-09 as presented. Mark Hannum seconded and the motion passed unanimously.

Community Fence Program:

*Marcel didn't get information from Hindman/Sanchez regarding costs for their writing amendments to our documents establishing perimeter fence ownership and maintenance, etc. Tabled for later meeting.

Improvement Project Plans:

*Dan Dowell asked for approval of \$20,000 this coming year to be used for the following:

1) \$10,000 - Further completion of Phase 1 improvements (which had been cut from the build out but planned for initially in Phase I of the Facilities Improvement):

for sprinkler system on the multi-use native grass field (where the easternmost tennis court used to be & a 4' retaining wall to be built along the eastern side of the multi-use native grass field with landscaping plants put in above the wall on that slope.

2) \$5000 for landscaping improvements at the entrance to Caley St. of Filing 2 which would include a watering system so that the plants could be established and maintained instead of dying which is what has happened; no plans at this time as he would like to know if the Board supports this before having volunteers like John & Henrietta Peterson, who have donated their time and labor to the Caley St. entrance and the greenbelts there in the past two years, put in more time to draw up plans and get bids

3) \$5000 for lighting and security items for the pool/tennis court areas

*As well, he'd like to see us commit to another \$10,000 to be spent in additional upgrades/improvements/maintenance of the Recreational facility and the grounds maintenance in 2009-10

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AND \$5000 for same in 2010-11 fiscal year. He thinks that will bring the property up to the quality level he and the many volunteers on his committee have been working toward.

Discussion: Marcel's response and no other Director disagreed, said that Dan's request was not detailed enough for the Board to make any decisions. Dan's work and the work of the many volunteers and the money they've saved the HOA is appreciated. However, the Directors questioned just what would be done for \$5000 at the entrance of Caley and why we'd commit to future spending without any plans. Rich Hagan did show the Directors \$9000 in bids from contractors for a sprinkler system, wall, and landscaping to be done on the NE side of Phase I improvements as listed in "#1)" above.

MOTION: Eileen Parker moved that the Board authorize \$1500 for a sprinkler system to be installed in the multi-purpose field at the NE part of our recreational area where native grasses were planted last year, and \$7500 to build a 4' retaining wall and all the landscaping of the slope above the wall as detailed by the bids Rich Hagan brought to us tonight. It was seconded by Dan Dowell. For the motion were Dowell, Parker, Melfi and Hannum. Opposed were Savoi and Pillow. Motion passed.

Dan finished his request telling us that he had gone to Vectra bank to enquire about having our HOA loan re-structured and the possibility of getting an open-ended loan. The bank representative he talked with said this is all possible.

Also, Dan reported that a meter on Tract F would cost about \$1200 to monitor the water usage; and that we need discussion on starting a new water policy when new owners, who are getting their water paid for by the association, move.

Due to the constraints of time, the rest of the items on the agenda will be carried over to upcoming meetings.

Meeting adjourned at 8:45PM

Draft respectfully submitted,

Eileen Parker
Secretary