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

May 13, 2008

ACTION / MOTION RECORD

1. **MOTION:** Minutes of April 8, 2008 Board of Director’s meeting approved as written and distributed by email. Motion made by Secretary, Eileen Parker and seconded by Karen Melfi.
2. **MOTION:** Mark Hannum moved the Directors vote on the ACC Resolution for Change Policy at the June Board meeting. Troy Brown seconded the motion. The motion passed with 4 Directors voting for it.
3. **MOTION:** Eileen Parker moved the bill for \$2700.03 from Turf-N-Trail which contained repair and service charges in addition to a charge of \$2299 for a new riding mower, less \$500 trade-in for the HOA’s old mower be paid now. Marcel seconded the motion. The motion passed unanimously.
4. **MOTION:** Eileen Parker moved (Marcel Savoie seconded) that we accept the slate of Officers as follows:
SLATE (Officers who are to be elected by the Board each year):
 President – Marcel Savoie
 V.President – Karen Melfi
 Secretary – Eileen Parker
 Treasurer – Kathy Mohrbacher
 Motion passed unanimously.

Attachments:

1. Finance Report

MINUTES APPROVAL SIGN-OFF:

President (signature)

Secretary (signature)

Date

Date

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

May 13, 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 PM.

Attendance:

Board of Directors: Troy Brown, Mark Hannum, Karen Melfi, Kathy Mohrbacher, Eileen Parker, and Marcel Savoie; Dan Dowell was absent; Karen Melfi left the meeting at 7:30 PM due to a personal commitment

Committee Chairmen: Rich Hagan, Lou Day

Homeowners: Dale Cloud, Dave Landes, Lynn Cole

The meeting was called to order at 6:34 PM..

PRESIDENT: Marcel Savoie

- Welcomed the two new Directors, Troy Brown and Kathy Mohrbacher.
- Reminded everyone that official business of this HOA is to be conducted at the Board meetings.
- Committee meetings and planning meetings may be held outside of these Board meetings; but no official business may be conducted at such.
- Reiterated for the continuing Directors and stated for the new Directors the advice from Hindman & Sanchez, attorneys: that a Director of the Board is to be regarded as such and even a casual conversation with another homeowner may lead the other person to view the Director as acting in that official capacity. Therefore, no Director may act separately from the Board. Decisions must be made by the Board as a whole and decided upon at official meetings.

HOMEOWNERS' FORUM:

*Rich Hagan attending because of miscellaneous odds & ends of his committee, Facilities Improvement, and also as support for Dan Dowell's requests for further improvements to facilities/grounds.

*Dave Landes said that he was attending because he is on the Grounds/Landscaping Committee and is there to speak on behalf of that committee in Dan's absence. The main issue is the time is now for going forward with a sub-meter for the water on Tract F. The homeowner bought the property last year and was told then that the current situation - the HOA paying for their water because of the meter for the community area was put on their property and has been the practice with that lot and 2-3 others in the community - was being reconsidered. Therefore, that owner has been advised that a change was possible, we need to act on it before they get used to having all their water paid by the HOA another year. The cost estimate is \$1300 maximum.

*Dale Cloud – Grounds/Landscaping (and the sub-meter issue) and community/perimeter fence interest

*Lynn Cole – Attending because of interest in the Proposed Application for Change Policy and other proposals that may be on the agenda

*Lou Day – In addition to his position as website chairman and the Pool Gate Security person, he was interested in the Proposed Application for Change Policy and other proposals, too.

- **Pool Gate Security report:** 45 proximity cards have not been picked up – 31 of these have been assigned to homeowners – which leaves 14 cards unassigned at this time. The pool cards will be enabled for use at the gate on May 24th beginning at 6 AM. The cut-off date, at this time, is 9PM on September 1st

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unless the Board gives authorization for another closing date. He suggests that the Pool Gate proximity cards qualification for enabled/disabled users be revisited and soon.

DIRECTOR REPORTS

Secretary: Eileen Parker

*Minutes of Annual Association Meeting, May 6, 2008 – No vote to be taken as that will be done at the next Annual Meeting. However, these will be posted on the website and we need to make any changes or corrections at this time.

Karen Melfi: change Marshal Park to Marker Park under her Tennis Court report.

*Minutes of Board Meeting, April 2008 – Motion was made by Eileen to approve these as written and distributed by email and seconded by Karen Melfi. Motion passed.

*Agenda addition: Election of Officers of Board for '08-09 should be made now as directed by our Bylaws or Declarations.

Vice President: Karen Melfi

*Would like to see us consider repairing the fence between the west multi-use courts and the pool so that these 2 multi-use courts can be used year around. (Explanation: retaining wall on the south side of the courts has a 4' chain link fence in front of it – this isn't sufficient to limit access to the pool.) In addition, the fences around the courts are leaning. The bid to fill, mesh, surfaces of all 3 courts, which would be good for about 30 years, was about \$30,000/court.

Architectural Control Committee (ACC): Mark Hannum

*Letter campaign, which began in early May and began with his observations made in March and April, covered 42 violations (e.g. trash containers visible from street, boats, recreational vehicles, trailers, stored vehicles.) There have been 6 verbal responses to date.

*Still needs clarification on specific covenant requirements, etc.

*Has received a couple of applications for changes to be made on individual properties

Treasurer: Kathy Mohrbacher

*Summary of Cash Flow

-Beginning Bank Balance 4/1/08:	\$34,295.21
-Total inflows for this period:	\$44,292.53
-Total outflows:	- \$ <u>2,972.01</u> (includes loan p + i to Vectra Bank)
-Ending Bank Balance 5/12/08	\$75,615.73

*Balance Sheet as of May 12, 2008:

-Total current assets:	\$129,808.48 (\$54,192.75 = uncollected dues)
-Total liabilities:	\$ 68,788.98 (loan from Vectra Bank)
-Equity:	
Retained earnings	(\$28,761.51)
-Total liabilities & Equity:	\$40,027.47

*Principal and Interest loan repayment to Vectra Bank is about \$1900/month

Invoices needing approval – Marcel to meet with her after meeting

Grounds Maintenance: Rich Hagan in Dan Dowell's absence

*Jack Clark got the sprinklers on and working

*Maintenance is up to date

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- *Dave Anderson, homeowner volunteer, had a heart attack& follow up surgery in early May and is in the hospital – improving
- *New tractor is running fine. The invoice should be paid.
- *Tru-Green sprayed all weeds once and will do twice this summer.

Pool: Troy Bown

- *New coat of paint needed in bathrooms
- *A few other additional improvements needed to be discussed.
- *Patio Pools, Mike Romero is our contractor. He is getting everything going now.
- *Some leaks in the control rooms which will be examined tomorrow.
- *Rich believes there are some old bills that should be disputed, perhaps.

COMMITTEE REPORTS

Facility Improvements: Rich Hagan

- *Master Plan was drawn up in phases. Phase I was done as approved by the Board in the past two years; some areas that had to be cut at that time due to lack of funds. He would like to see the Board setting aside or earmarking funds to keep improving the facilities as outlined in the Master Plan – dedicating a certain amount of money each year to complete the projects.
- *Marcel noted that we need to prioritize the desired improvements and other items from the “Wish List” of projects spoken of over the past several month. There was no disagreement.

OLD BUSINESS

Annual Meeting:

- *Marcel stated that we need to send the Minutes of this meeting to Vectra Bank as part of the loan agreement.
- *Everyone agreed that we need to put the signs out at the entrances next year – they are in the storage building by the pool house.
- *31 people were in attendance
- *Minutes will be posted on the website but not approved until the next Annual Meeting in 2009.

Proposal for a Resolution for Architectural Change Procedure:

*Statement was made at the Annual Meeting that this proposal will be voted upon by the Board at the July Board meeting.

MOTION: After discussion about the 45 days notice being given in early April with the Notice of Annual Meeting letter and posting on the website, Mark moved to vote on the ACC Resolution for Change Policy at the June Board meeting. Troy seconded the motion. The motion passed with 4 Directors voting for it. *We’ll continue to ask for input and it will be on the regular Board meeting on June 10th.

Audit Update:

*Kathy said that the report came in the mail. It requires a sign off by the Board. Marcel told us that he and Chris Pillow had done that. Kathy and Marcel indicated that hard copies for each Director would be coming.

Registered Agent for the Corporation: Kathy

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*The notice from the Secretary of State's office regarding the Registered Agent needs to be filled out and sent in soon. Kathy will find out more about this in order to inform us all of the requirements and to make a recommendation.

Community Fence: Mark Hannum

*Homeowners, Cook, on S. Newland Ct. has built a fence that is on the back of his property and visible from Pierce. This is a part of the community/perimeter fencing for which we have been in a fact-finding mode for the past year. Mr. Cook told Mark that he was tired of the indecision of the Board and decided to just replace his fence. In Mark's opinion, Mr. Cook did a good job. Mr. Cook told Mark that some of the neighbors are also ready to go in replacing their fences along Pierce.

Parking Proposals, etc.:

Tabled again

Riding Mower purchase:

Bill for \$2700.03 from Turf-N-Trail contained repair and service charges in addition to a charge of \$2299 for a new riding mower, less \$500 trade-in for the HOA's old mower -

*Marcel reiterated that this was a contract entered into by Dan Dowell without prior Board approval. He believes that such a capital improvement purchase should never be made without majority approval of the Board.

*MOTION: Eileen moved that this bill be paid, seconded by Marcel. Motion passed unanimously.

NEW BUSINESS

Financial Best Practices: "best practices, report #4, Financial Operations" published by the Foundation for Community Association Research and emailed to all Directors sometime prior to this meeting -

*Marcel asked that every Director spend some time reading this in preparation for some decision-making in the future

Election of Officers of the Board for 2008-09:

Everyone was asked for their willingness to continue in their present positions, and in the case of Troy Brown and Kathy Mohrbacher who stood for election with the understanding that their area of responsibility, respectively, would be the Pool Management and Treasurer, OR to announce interest in one of the offices. No one expressed any desire for change.

MOTION: Eileen Parker moved (Marcel Savoie seconded) that we accept the slate of Officers as follows:

SLATE (Officers who must, by the HOA Documents, be elected by the Board each year):

President – Marcel Savoie

V.President – Karen Melfi

Secretary – Eileen Parker

Treasurer – Kathy Mohrbacher

Motion passed unanimously.

Volunteer Pool Supervision Program:

*Troy Brown will look into the need for this and whether or not the homeowners who volunteer might be covered with the insurance (Officers and Elected Officials.)

Special Meetings:

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*Eileen asked that we schedule at least one special meeting or planning meeting between now and the next regular meeting to discuss some of the items which we continue to table or need to discuss further, i.e. specific covenants as specified in our Declarations, fences ...

It was agreed that this is needed and everyone is to check their calendars and a date will be arranged via email, if date is found. Marcel will check availability of this room for another meeting.

Meeting adjourned about 8:50 PM.

Respectfully submitted,
Eileen Parker, Secretary