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**DUTCH CREEK VILLAGE HOMEOWNERS & RECREATIONAL ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MONTHLY MEETING
October 14, 2008**

ACTION / MOTION RECORD

1. **MOTION:** Approval of the minutes of the previous meeting was deferred until the following meeting due to the absence of the board Secretary.
- 2 **ACTION:** A working meeting was scheduled for Tuesday October 21 to formulate details for the next proposal to be brought to the board concerning perimeter fence policy. The meeting will include the President, the ACC Chair and other interested parties.
3. **ACTION:** Director Dowell challenged board members to “ponder for the future” a number of items/issues described more fully under his “Grounds Maintenance Report”.
4. **ACTION:** The auditor plans to begin the 2007-2008 audit on October 20. Chris Pillow will endeavor to locate more receipts/invoices for the auditor.
5. **ACTION:** Treasurer Mohrbacher expects to prepare a written proposal regarding Financial Operations Best Practices for presentation to the board at the next meeting.

MINUTES APPROVAL SIGN-OFF:

President (signature)

Secretary (signature)

Date

Date

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**DUTCH CREEK VILLAGE HOMEOWNERS & RECREATIONAL ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MONTHLY MEETING
October 14, 2008**

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

Attendance:

Directors: Marcel Savoie, Karen Melfi, Kathy Mohrbacher, Dan Dowell, and Mark Hannum. (*Eileen Parker and Troy Brown were absent.*)

Committee Chairmen: Rich Hagan, Lou Day

Homeowners: Chris Pillow, Lyn Cole, Howard Wisher,

The meeting was called to order at 6:30 PM by President, Marcel Savoie.

Lou Day acted as recording secretary in the absence of the board Secretary, Eileen Parker.

It was *moved, seconded and approved unanimously* to defer approval of the previous meeting minutes until the next meeting. This was done to ensure all previously submitted changes were included in the draft.

DIRECTOR REPORTS

ACC – Architectural Control Committee: Mark Hannum

Director Hannum distributed copies of the ACC Monthly Activity Log bearing the date 10/14/2009 (date error noted) and discussed violations and applications/projects listed on the first page. (~~See attachment 1.~~)

Hannum then turned to the issue of progress on the perimeter fence policy. He indicated there is still not a firm plan of action for arriving at a perimeter fence policy. He then reviewed in some detail the widely varying concerns and viewpoints of different members. He touched briefly on the several conflicting understandings of which fences are “perimeter” fences and which are not. He indicated openness to ideas from anyone.

At this point President Savoie expressed his view that:

- 1) The perimeter fence policy proposal as it stands is incomplete.
- 2) There is a need for a separate session to work out another proposal to bring back to the entire board for their consideration.
- 3) When such a proposal has been created to the satisfaction of the board, it should be widely disclosed to the members. He specifically suggested door-to-door distribution and discussion with owners.
- 4) He is convinced there is a need to draft an amendment to the Declaration to define fence maintenance responsibility and to provide a basis for enforcement.
- 5) The final proposal could end up in one of four possible results:
 - a) Maintenance responsibility for both fence and stone pillars belongs to specific property owners,
 - b) Maintenance responsibility for *fence* belongs to specific property owners, but maintenance responsibility for the *stone pillars* belongs to the association,

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- c) Maintenance responsibility for *fence* belongs to the association, but maintenance responsibility for the *stone pillars* belongs to specific property owners,
- d) Maintenance responsibility for both fence and stone pillars belongs to the association.

Director Karen Melfi raised the issue that all fences in Filing 3 are located on individual owners' property in order to require individual owner maintenance. Consequently, she suggested the possibility of Filing 3 owners objecting to a portion of their dues to the "master" association being spent on fence maintenance.

Director Savoie returned to the need for a separate working session to work out a further proposal. After some discussion it was decided that Directors Savoie and Hannum would meet in a working session on Tuesday October 21 at a location to be announced. Other interested parties were invited to attend.

Director Savoie asked about the need for a tentative covenants violation hearing. Hannum replied the case had been resolved without need for a hearing. This was followed by a general discussion on covenants enforcement.

(Later in the meeting) Owner Lyn Cole inquired if there had been any complaints received regarding (full) garbage cans at the Bauer property at the curb for more than a week. Hannum indicated he had received no complaints, but would look into it.

Treasurer's Report: Director Mohrbacher distributed the financial reports for the Fiscal Year-to-Date 3/31/08 – 9/30/08 and discussed items of particular interest. She pointed out four delinquencies which had been turned over to the attorneys for collection. She also noted the 6521 W. Calhoun property was again under contract and scheduled to close on 10-24-2008. (~~See attachment 2.~~)
The summary page of the Treasurer's Report included the following:

CASH FLOW STATUS	
Beginning Cash	\$34,295.21
inflows	\$86,787.40
Outflows	-\$71,912.09
Interest Earned	<u>\$283.38</u>
Ending Cash	\$49,453.90
CASH ON HAND	
Checking	\$117.87
Money Market	\$49,474.10
Reserve Accts	<u>-\$138.07</u>
Subtotal	\$49,453.90
Reserved for Bank Loan Pmts - Oct'08-Mar'09	-\$13,337.66
CASH AVAILABLE for Fiscal Year Ending 3/09	\$36,116.24
A/R: Delinquency Status - @ 10/2/08	
90+ Days	\$14,972.57

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Vice President Report: Director Melfi discussed need for repairs to damaged picnic table and fence fabric. She indicated Troy Brown has turned over all pool related materials and keys to her. She mentioned leaving tennis court wind screens in place because it was felt storing in the furnace room was not advisable due to possible effects of heat upon the screens. In addition, she suggested the basketball hoop be moved to a tennis court location where it would be accessible during the winter.

Rich Hagan reported the boiler room electrical repairs are now complete. And he listed the following needs for purposes of future planning:

- Vented doors for the boiler room
- A pool return line is damaged and needs to be repaired
- Several roof tiles need to be replaced (replacement tiles are available).
- A motion sensor light is needed on the pole at the northwest corner of the pool to illuminate the tractor gate to discourage intrusion.

Grounds Maintenance Report: Director Dowell reported the following:

- Last mowing today
- Last fertilizer next week
- Bushes and some trees to be wrapped in November
- Sprinklers to be shut down Thursday (October 16)
- Prepaid next years' fertilizer to get discount
- Snow removal is set-up (Rich Hagan explained snow removal on walk to green belt trail required by agreement with Jefferson county)

Dowell then related a number of items/issues for the board to "ponder for the future".

- The need for someone to be ready to take over his maintenance responsibilities
- The need for someone to know Dowell's "set-up"
- Sprinklers cost approximately \$2000 per year to keep operating
- Estimated cost of water for Tract F approximately \$1000 per year
- Equipment now "totally updated"
- Trash pick up is a major labor requirement. Dowell would like to have help for a once a week pick-up
- Reported volunteer hours for year, Clark 130, Landes 45, Hagan 65, Dowell 500, Caley & Weaver 40, total 800. Estimated \$36,000 to contract for work done presently by volunteers.
- Who will take over (for Dowell)? He does not have any candidates at this time.

Improvements Committee: Rich Hagan addressed two issues:

- 1) The sandstone sign on the northeast corner of the Weaver entrance is cracked. It needs to be filled to stop further damage. He has authorized the sign vendor to make repairs.
- 2) He would like to determine if there were any technical reasons for the use of the "white rocks" along the pool retaining wall.

Webmaster/Pool Gate Program: Lou Day reported:

- Pool gate lock program stopped admitting proximity card users on September 15
- Event log data is available for gate entries prior to September 15, 2008
- A separate report has been made of the pool entries between Labor Day and September 15
- Total recreational use during the two weeks of extended pool operation was 30 entries.
- Gate lock program will require minor changes to accommodate next year's operating dates
- Web site is in need of further work to bring posting of approved minutes up to date

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- Howard Wisher has volunteered to help obtain more email addresses for members who have not submitted addresses for the association email address list. The address list presently contains about 85 confirmed addresses. There are some questionable addresses awaiting confirmation or testing. Wisher is working on the balance.
- In response to Savoie's previous request, Day has briefly explored computer programs available online for conducting opinion surveys. Day mentioned several and requested he be given more specific information (survey questions, etc.) with which to try out some sample survey programs. Day also provided Savoie with a copy of the publication entitled "*Surveys: A Guide for Community Associations*"

OLD BUSINESS DISCUSSION

Audit for 2007-2008 Year End: Director Mohrbacher indicated she is assembling a group of documents needed by the auditor. The auditor would like to begin work on October 20. There are some bills/invoices which have not been located. Chris Pillow will make an effort to locate more of these.

Financial Operations Best Practices: President Savoie recalled need to develop and document internal financial practices and procedures. Director Mohrbacher will prepare a written proposal for presentation at the next meeting,

ACC Policy and Procedure: A meeting is scheduled for October 21 to move forward on a proposal for the next meeting.

Troy Brown Board Vacancy: President Savoie reported Brown expects to continue living in the association until his home sells and desires to remain on the board until that time. Savoie stressed to Brown the importance of regular attendance.

Pool Manager Applications: Vice President Melfi related there are two parties interested in the pool manager position, but did not provide names or details.

NEW BUSINESS ITEMS

Foreclosed Properties: President Savoie discussed briefly several of the issues to be aware of in regard to foreclosed properties.

Normandy IGA: Savoie informed the board regarding a letter from the president of Normandy Estates Metropolitan Recreation district which indicated his organization is now investigating opportunities for mutually beneficial inter-governmental agreements with other homeowner associations. He suggested they are looking for sources of revenue other than their own members and may soon be approaching members of our association about this.

Political signs were discussed briefly. It was noted that current Colorado Revised Statutes require HOA's to allow at least one sign for each ballot issue or contested position for a period of 45 days before and 7 days after an election.

Non-agenda items:

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1) Director Mohrbacher inquired about the possibility of receiving meeting agenda in advance of each meeting. This prompted the acting secretary (Day) to inquire about obtaining/distributing financial reports sufficiently in advance to study carefully prior to board meetings. Day indicated he would volunteer to deliver financial reports to directors in advance of board meetings if they should happen to be available prior to the day of the meeting.

2) Director Hannum requested his phone number be added to the website contact information. Director Mohrbacher requested the same.

3) Director Hannum initiated a discussion regarding several website items of concern to him. First, he requested his cell phone number be listed on the contacts page. (Director Mohrbacher also requested her number be added.) Hannum also requested a clarification be made on the website regarding the status and progress of the proposed "Perimeter Fence Policy". Day acknowledged this would be done.

4) An extended discussion ensued regarding online ACC forms and forms of technology which might be of value to expedite the flow of information. Several possible technologies were discussed. Day will explore some possibilities.

The meeting adjourned at 8:40 PM.

Respectfully submitted,
Lou Day, acting secretary