

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

March 12, 2012

The Directors of the Dutch Creek Village Homeowners and Recreational Association, a Colorado non-profit corporation, met to hold their regular monthly meeting at the Columbine Library large meeting room at 6 PM.

**Attendance:**

Board of Directors: Dale Cloud, Dan Dowell, Dave Landes, Jason Rogers, Ed Ryer, and Viet Tran

Absent: Eileen Parker

Committee Chairman: Frank McKinney

**February Board meeting Minutes:**

The February Board meeting minutes were unanimously approved as sent by e-mail previous to this meeting.

**Treasurer's Report:** Dale Cloud

\*Balance Sheet as of February 29, 2012 (complete report attached):

Checking/Savings:	Vectra Checking	\$ 4,617.86
	Vectra MM Svgs	78,088.44
Reserve – Major Repairs		32,521.26
Reserve – Improvements		9,504.58
<u>Total Checking/Savings</u>		\$ 124,732.14
Accounts Receivable		
Receivables – Other		\$ 5,417.92
Allowance for Bad Debt		(4,000.00)
<u>Total Accounts Receivable</u>		\$ 1,417.92
Liabilities, Current		
Vectra Bank Loan(12 mos)		\$ 9,547.10
Vectra Bank Loan – long term portion		<u>60,000.00</u>
<u>Total Liabilities</u>		\$ 69,572.10

**Delinquent Accounts:**

Legal is still working on delinquent accounts.

**Receivables:** Recommendation to increase bad debt by \$500. Prepayments will be added to a prepay account. Accountant is working on cleaning up small credits.

**Budget discussion:**

Draft #3 was sent out by Dale prior to this meeting. Only change is that the Accountant has requested a \$25/month increase for the upcoming fiscal year. This was discussed with her originally since a lower rate was agreed upon for the first year. It is not expected to continue to increase annually. Motion to increase Accountant's monthly fee from \$325 to \$350 was made. All approved.

The revised budget has us down to \$108 in excess receipts. Later in meeting, there was a brief discussion about upcoming loan and the desire to pay it off early if possible. Since there is not much room in the budget, we could consider taking a small amount out of reserves each month to pay it down and try to cut a year off of the loan.

**Pool:**

Xcel may be charging a minimum charge (commercial rate). Dale will call Xcel to find out what the status is with the charges that occur during the winter months.

Motion was made to approve draft #3 of the budget for the upcoming fiscal year. All approved.

**Other: Dues process to date**

\$210 worth of legal fees was expensed. Office supply expense for mailing was \$81. \$59 for Christmas lights was issued based on last month's discussion. The rest was utilities, accountant fee, etc. There has been no unusual activity. As of the time of this meeting, we have received 2 dues payments. Dues are paid in full for the upcoming year for house that was in foreclosure.

**Discussion on Recreation Facility:**

Frank McKinney provided an update on the status of the recreation facility improvements. The contractor was on site today. They hope to start some asphalt work soon. Target completion date before Memorial Day should still be fine. Worst case scenario, temporary fence could be put in place around pool if they are not finished by opening day. Ed suggested that we contact the insurance company to find out if there are any liability issues if a temporary fence has to be put up.

One area of cost savings with this project was using the dirt from the west tennis court area. The contractor is planning to start moving some additional dirt in soon. Frank has been working on attaining free dirt as a means of saving more money. The contractor has stated that he has dirt lined up, but Frank is unsure if it is free to us or not. If we could get free dirt and leave the dirt at the west court location, it would be a better option. Frank will give a short presentation on the status of the improvements for the annual meeting if he's available. If he's not available, he'll provide a presentation so someone else can give the update during the meeting.

**Vandalism – graffiti on the retaining wall:**

The problem with trying to clean the graffiti right now is that there is no water up there currently. The water will be turned on in April, so it will be easier to get someone up there to clean it at that time. Ed contacted someone from Craigslist, but he needs to have access to water. This person quoted \$80 to do the job. Frank will check with Louis to see if he has equipment to do it. The process uses a power wash. In some cases, chemicals have to be used. The concern with chemicals is that it could cause damage / discoloration to the bricks.

**Memorial for Rich Hagan – Frank & Dan & Dave:**

Rich's family suggested certain wording. Frank and Jack did a layout of the plaque to show the family and the Board. The family liked it and said they will get back in touch with Frank if they have any problems. The proposed plaque is 4x6 bronze. Frank would like permission to go ahead to order it. He is estimating that it will be less than \$200. Board approved Frank and Jack to spend around \$200 (they can use their discretion if the cost is slightly higher) to place the order. Frank and Jack will install it by the east gate in the fork area. The flagstone that the plaque will be attached to will not stick up very high – the family does not want it to be too big.

**Annual Meeting Planning:**

The annual meeting will be held April 21 from 1-3pm at the Columbine Library large meeting room. The budget will be the first item on the agenda to be formally presented. Suggestion was made to ask residents to hold all questions until the end. Second on the agenda will be an update on the facility improvement project. Request was made to have Jack, Eric or Viet discuss the future plans for Filing 3. Dan will discuss landscaping and will illustrate the necessity for volunteers and start working to see if someone is willing to take over for him once he's no longer doing it. It is possible that we will have to migrate to paying someone to all of the work Dan currently does.

**Water Use Agreement:** Dave Landes

At a standstill until board decides how we want to proceed. Do we monitor usage for non-irrigation months and deduct for summer months? Dan received a quote of \$2500 from Lance to connect with the Filing 3 water tap at the Marshall entrance. Need to check with legal to see if there would be any stipulations. Eileen suggested in an email following the meeting that we would at least need to get something in writing from Filing 3 that we have permission to use their water.

**Filing 3 News:**

Filing 3 plans to have a meeting next week. They are still discussing merging, but need to figure out plan for the 4-5 homes that are not part of the master association. Filing 3 board has approved a 10% increase in the dues for Filing 3 residents this year.

**Insurance:**

Insurance will be up for renewal in July. Question was raised if we should get other bids once again this year. The problem last year was trying to get quotes that we could compare apples to apples. Dale talked to our agent about having her come to talk to us about directors' liability possible in June or July. She said she would. No knowledge about any increase, but if they did, it wouldn't be very much. Dave Landis suggested that we should consider going to a broker and asking them to get bids for us based on what we want. Ed knows a broker and could contact him to see if he would be interested in this or if he has anyone he knows. Viet will check with his health insurance broker to see if they know anyone. Our main policy is for 2 million, with a writer for 1 million.

**Grounds:**

Dan has had issues getting someone to trim. He is going to continue same program as last year - hire L&M to get trimming done. There is \$1000 in the budget for this. He stated that we probably can get trimming and mowing done for that amount. This will allow us to see what cost will be if volunteers

fade out. He'll have figures if we want L&M to pay all. There will be no payroll this year – we won't be hiring a neighborhood kid this year.

**Old / New Business:**

Discussion about Ernie who visited last month. His business is not something the board feels we should promote. No presentation to our homeowners. No mailing lists to do anything. He will need to use his own marketing to sell this. We don't feel it would be right for us to endorse something like this.

Meeting Adjourned: 7:30 PM

**NEXT MEETING (Annual Meeting):** April 21 (Saturday) 1-3 PM Columbine Library large meeting room