

**THE DUTCH CREEK VILLAGE HOA**

**MINUTES of the MASTER BOARD OF DIRECTORS' MEETING**

October 25, 2022

**SUMMARY of Key Actions Taken:**

1) Approved updated Policies & Procedures regarding Adoption of Policies, Collection of Assessments, Conduct of Meetings, and Covenant Enforcement to reflect CO laws which went into effect August 1, with required legislated changes and legal recommendations. These Policies will be posted [www.dutchcreekhoa.com](http://www.dutchcreekhoa.com) and emails sent to residents urging each to read these Policies on the website. The comment period as set in previous policy is 45 days; due to upcoming holidays, the actual period allowed for comment will be until January 10, 2023. Residents can comment via the website email and testify at the January 10<sup>th</sup> Board of Directors' meeting. Though most of the changes are required by law, residents can still comment and make recommendations. If the Directors have leeway in those areas, they will take recommendations into consideration.

2) Craig Pedersen was elected as President of the Board of Directors effective immediately.

3) ACC continues to work on applications for improvements/changes to residences as well as covenant violations.

4) Finances are in order even though, due to CO law changes, the collections of unpaid dues had to be put on hold until which time it became clear whether or not current policy is in line with CO law.

**Director, Craig Pedersen, called the Zoom meeting to order at 7:37 PM**

**Attendance:**

*Board of Directors:* Kendra Conrad, , Eileen Parker (until about 8 PM when she lost connection to Zoom link), Craig Peterson, Jason Rogers, and John Wilber QUORUM MET

*Absent Directors:* Donna LeNoble and Jason Fish

*Committee Chairmen and Volunteers:* Raina Powell, past HOA Master Association President

*Homeowners:* none

**Minutes of the September Board of Directors' Meeting:** John Wilber moved to accept the Minutes as emailed to the Directors. Kendra Conrad seconded the motion. Passed unanimously.

**Due to Internet/Connectivity Issues with Zoom format, items which required a vote were addressed:**

**1) Updated Policies and Procedures**

Eileen Parker moved that the three Policy and Procedures<sup>1</sup> which were updated due to requirements of CO Legislation which took effect August 1, 2022 be accepted with the changes recommended by our HOA legal counsel and the Policy for Adoption of Policies and Procedures, with changes as follows and were sent to the Directors via email prior to this meeting:

- Covenant Enforcement Resolution 005-06: Regular violation fines of \$100 for first notice of violation, \$150 for second, and \$250 for third
- Adoption of Policies and Procedures Resolution 001-06: change from 45 days for comments from owners of residences to 30 days as recommended by legal counsel.

Seconded by Jason Rogers.

After discussion, vote passed unanimously

## **2) Election of President of the Master Association Board of Directors:**

John Wilber moved to elect Craig Pedersen as President. Seconded by Eileen Parker. Unanimous acceptance of the motion.

### **Architectural Control:** Craig Pedersen

\*There have been a few applications for changes, mostly landscape/yards and which were approved.

\*Violations: No notices were sent during the changes needed in Policy & Procedure documents' changes; but committee members did talk with some residents as related to reported violations. Now, Craig will draft a violation notice to any that have not been resolved (with changes that are legislated, in effect.)

### **Financial Reports:** Kendra Conrad

\*The end of month financial reports: Kendra reviewed in relation to Budget. Appear to be in line with budgeted categories with most invoices in and paid at this time.

\*Kendra will talk with the HOA legal counsel with concerns related to two delinquent dues assessments. One is also unpaid trash collection invoice.

\*October 27<sup>th</sup> Denver Water Board representative will be here to audit the water meter which is in the pool house.

### **Grounds & Landscaping:**

\*Sprinklers have been winterized. Pool house water drained.

### **Pool Report:** Craig Pedersen for Jason Fish

\*Pool has been drained and winterized.

\*There is a need to have Wi-Fi at the pool; Raina will see if theirs can reach the pool.

\*Security at the pool for next summer is still under investigation. (camera(s), alarm system, etc.)

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<sup>1</sup> Documents attached as Addendums

*Approved copy January 10, 2023*

**Website and Tennis Courts:** Jason Rogers

\*No updates on gates and locks at the courts; but Champion Fencing has been contacted to bid on fixing the gates.

\*Jason will try to get bids from other companies, too.

\*WEBSITE: up to date -- till tonight (Financials and updated Policies)

**Miscellaneous:**

\*With Craig Pedersen now in place as President, he will be able to get bank signature changed and Post Office key acquired.

\*Filing 3 homeowners who are not currently paying dues to the Master Association (8 residences) will be contacted in January to finish the process begun in 2017 to include them in the Master Association upon sale of each of the eight homes.

**Next Board meeting:**

**Tuesday, January 10th, 7:30 PM Zoom format**

Respectfully Submitted,

Eileen Parker

Secretary of the HOA Board of Directors