

**THE DUTCH CREEK VILLAGE HOA**

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

January 10, 2023

**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. Posted on dutchcreekhoa.com website.
- 2) All dues/trash collection charges for 2022-23 have been collected.
- 3) Budget process for 2023-24 year has begun.
- 4) Residents are needed to help with key positions on the Board and committees. HELP PLEASE
- 5) Residents may get delays & reschedule notices from Waste Connections Company by getting their APP. Also, the HOA will send out notices to the email addresses on file as soon as possible after we get a notice. It won't be posted on NextDoor App, at this time.
- 6) Need for all residents: sign up on the website with email address in order to get communications from the HOA

**President, Craig Pedersen, called the Zoom meeting to order at 7:35 PM**

**Attendance:**

*Board of Directors:* Kendra Conrad, Jason Fish, Eileen Parker, Craig Pedersen, and Jason Rogers  
QUORUM MET

*Absent Directors:* Donna LeNoble and John Wilbur

*Committee Chairmen and Volunteers:* none

*Homeowners:* Steve O'Day, President of the Board of Filing 3

**Homeowner's Forum:** Steve O'Day, Filing 3 resident and President of that HOA Board of Directors, attended to observe and introduce himself to the Master Association Board to offer his services in working together.

**Minutes of the October 2022 Board of Directors' Meeting:** Jason Rogers moved to accept the Minutes as emailed to the Directors. Kendra Conrad seconded the motion. Passed unanimously.

**Treasurer's Report:** Kendra Conrad

\*All dues and trash collection charges have been collected now.

\*Current Financial Report - posted ASAP on the website.

\*Budgeting for 2023-24 year:

- a) need chairmen's input on category expenditures/bids/contracts ASAP
- b) As of end of December the CPI (consumer price index) was 6.5%. CONSENSUS decision to use this CPI to set the dues amount.
- c) Continue process of changing from Quick Books to PayHOA this year.
- d) Eileen has checked with 3 insurance companies to get bids for our insurance needs. Having trouble finding companies that do this kind of insurance.
- e) Water is getting more and more expensive – maybe time to stop watering some areas?

**Architectural Control:** Craig Pedersen for committee in Donna LeNoble's absence

\*Working on the forms and letters for ACC notices to comply with new Policies and Procedures.

**Grounds & Landscaping:**

\*Either need a volunteer to replace Jim Bruzas as Grounds/Landscape Mgr OR budget for contracted services.

**Pool Report:** Jason Fish

- \*Getting no call backs from contractor(s) for bids to resurface the Pool prior to this year's opening.
- \*For security cameras, there is a need to have Wi-Fi at the pool. Looking into getting a nearby resident to share OR need to buy Wi-Fi OR figure out another security options.
- \*Will get new signage options ready for later Board approval prior to ordering IF need is determined.

**Website and Tennis Courts:** Jason Rogers

- \*Getting no call back from contractor(s) regarding how to fix the gates and or fence if that is the problem.
- \*Consensus approval given to change the server host to HostGator due to problems with support from current server. Will be a cost increase for initial transition; but is expected to be accost savings in the future.

**Policies and Procedures Adoption: Unanimously approved the proposed changes as posted with email notice sent to the residents (for whom we have email addresses) in October after that Board meeting.**

**Miscellaneous:**

- \*HOA Post Office box - Craig Pedersen completed USPS paperwork to update contacts and get key(s)
- \*Certified letters are being sent to the 8 homeowners in Filing 3 who are not currently paying dues to the Master Association. This is in regard to the need to update the County real estate/property records. Hopefully, the forms will be notarized by the owners and returned to Master Association no later than March 1<sup>st</sup>. This procedure was done back in 2017; but there was an issue with getting them filed in Jefferson County. Therefore, needs to be redone. The situation is, in the legal opinion of our HOA lawyer, an error was made when Filing 3 was developed to include those 8 homes added when the

commercial properties in the SW corner of Filing 3 (behind Walgreen's) were removed from the development plan. These letters are agreement updates to change current status to inclusion in Master Association upon change in current ownership unless current owner decides to join Master Association at this time.

\*Discussion about Trash collection delays or reschedules: Residents may sign up for the Waste Connections App to get notifications; as soon as Eileen and Jason get the notice, emails will be sent to those residents for whom we have email addresses. Could add the Waste Connections App information to the website notifications page or at least advise residents there to sign up for the App.

\*Newsletter and other Communications discussion:

Eileen recommended a local company that does newsletters for other HOA communities in our area and has been recommended by two HOA Board members of other communities who have found the free service useful. DECISION – will continue to look into this. Coloradolasertype.com

Getting notice of new homeowners in a timely manner for sending a Welcome letter hasn't been very successful due to delay in getting any notice of home sales.

How to get more help: Person to person invitations to other residents for Board, committees, possible Social Events committee, etc. In the past, discussion of cutting some services (expenditures) has brought residents forward to volunteer.

Meeting adjourned.

**Next Board meeting:**

**Tuesday, February 9th, 7:30 PM Zoom format**

Respectfully Submitted,

Eileen Parker

Secretary of the HOA Board of Directors