

WNA Board of Directors Meeting MINUTES

January 13, 2016, 9:00am, Ron Schuman's Office, 11 Willow Green

Approved via email 4-0 on 1/22/16

- ❖ **Call Meeting to Order at 9:10am:** *In attendance: Ron Schuman, Courtney Kenady, Laurie Keyes, Emily Lutke, Anne Gallagher and Leigh Girvin from the DRC. Leigh left the meeting after Old Business.*
- ❖ **Approval of BOD Minutes from November:** *Approved via email 4-0*
- ❖ **Neighbor Open Forum:**
 - *none*
- ❖ **Design Review Committee:**
 - *Update: Leigh Girvin joined the DRC on 12/8/15. Thank you, Leigh. 3 DRC Members currently.*
 - *DRC Business items: Ron would like DRC to revisit and review approvals from 2015.*
- ❖ **Old Business:**
 - *Shed on Kirkhoff property/Open Space (Ron) - Town of Breckenridge and DRC working on this plan*
 - *Neighborhood Parking Map – Uploaded to website, will send to new homeowners, and give to owners of vehicles parked on streets or open space, etc.*
 - *Guest Parking – Snow stack is taking up 3 parking spaces (Meadow Lark and Impatient Green).*
- ❖ **New Business:**
 - **Finance**
 - *Approve bills & sign checks: Bills approved by Ron & Laurie. Ron signed checks.*
 - **Finance Reports:**
 - ◆ *Questions/Update on Accounts Receivable – The number of delinquent homeowners has been reduced to less than 4%.*
 - ◆ *Ron asked questions about specific line items, reserve activity and taxes. Board agreed to hire Deb Swanson at Alpine Accounting to file our taxes.*
 - ◆ *Pencil draft on the 2017 & 2018 Budgets. Need to understand whether or not an increase in dues will be needed. Laurie & Anne to work on this.*
 - *Possible Contribution to Reserves- BOD approved a monthly contribution to the Reserve account. Laurie will approve the amount to transfer each month.*
 - **Budget Items:**
 - *2016-18 Irrigation Contract with Thetford is in place*
 - *Waiting to receive 2016-18 Landscaping Contract from ASAP*
 - *Gates Community Management Proposal for 2016-18 – any questions for Anne; discuss as a Board without Anne present at end of meeting? BOD to make final decision after reviewing draft budgets for 2017, 2018. Gates Community Mgmt is already under contract through 2016.*
 - **Board Business:**
 - **Approve remaining 2016 BOD Meeting Dates:**
 - *Second Thursday of every other month: March 10, May 12, July 14, Sept. 8, Nov. 10 – Approved with understanding of flexibility on date/time.*
 - *First 2016 Semi-Annual Member Meeting date/time: Wednesday, March 30, 6:30pm*
 - *Lincoln Park Budget – Update from Courtney – Update on estimated number of homes completed in 2016/17 and also the Townhome Dues. Townhome dues will be \$65/month and homeowner will be responsible for the exterior maintenance.*
 - *Discussion about the Lincoln Park improvements and official handover process from TNB to HOA.*
 - *Reserve Study – Questions, comments, suggestions for changes to be made – Asphalt maintenance and repair was discussed. Reserve study makes recommendations and consideration/action will be*

taken by the Board. Board will also consult local professionals before making a decision. Budget vs. Reserves items discussed.

- *Revise Rules/Regulations – Update from Emily – No revisions to report yet.*

➤ **Snow Removal:**

- *Feedback/issues with Orso Skill Services (shoveling) or All Phase Construction (plowing) – Emily suggested 3-year contracts may not be as efficient as we anticipated. Does the subcontractor’s quality of work decrease with the security of a 3-year contract? BOD asked Anne to follow-up with All Phase and Orso Skill Services regarding quality of work on alleys, Guest Parking and Greens.*

➤ **Miscellaneous:**

- *Owner parking in Open Space will be asked to refrain – BOD requested that Anne send letter to owner to discontinue personal use of Open Space.*
- *BOD would like to consider a neighborhood playground at Central Park: Something a little different & environmentally consistent for a few age ranges. Consider “Bouldering Park” in Buena Vista – South Main Neighborhood. Insurance and Liability must be considered, as well as impact on Reserves for maintenance, repairs and replacement.*
- *Looking ahead: Nomination letters to go out to HOA for elections for two open seats on Board at end of March.*

❖ **Board Comment:**

❖ **Meeting Adjournment:** *Meeting was adjourned at 10:37am*

- *M/S/P: Courtney/Laurie/All*