

Wellington Neighborhood Association
Board of Directors Meeting
Minutes
April 21, 2015 4:00 pm

- ❖ Call Meeting to Order: Call the meeting to order at 4:13 pm. The following members are in attendance: Courtney Kenady, Laurie Keyes, & Ron Schuman.
- ❖ Approval of BOD Minutes from March:
 - M/S/P: Ron/Courtney – 3-0
- ❖ Old Business:
 - DRC Joint Meeting – Join Board Meeting with the DRC on May 6th. Drew Kosmowski is offering to take over as chair since Bob would like to retire once a replacement is found.
- ❖ New Business:
 - Elect Officers for 2014 – 2015
 - President: Ron Schuman
 - Vice President: Emily Lutke
 - Treasurer: Laurie Keyes
 - Secretary: Courtney Kenady
 - Member at Large: David O’Neil
 - Finance
 - Approve bills: Approved.
 - Actual to budget: Approved – Jennifer will send it out with the minutes
 - A/R: Reviewed. We have seen a reduction with the new policy being put in place. We have a series of 6 letters that neighbors will receive as the progress through the process per our policy. We offer payment plans and have the authorization to take them to collections as part of that process.
 - Budget Items:
 - Landscape RFP For 2015
 - We need to make a decision on landscaping contractors for 2015. We have bids from ASAP, Thetford and 2V’s for maintenance.
 - Ron made a motion to move forward with Thetford for Irrigation at \$17180 and ASAP \$13674 for this years contract.
 - M/S/P: Ron/Courtney 3-0
 - Note: Jen will request a schedule for services and a walk through with ASAP in June to review the work.
 - Enforcement items:
 - Air BnB rentals in the neighborhood
 - As the president, Ron wants to update our rules and regulations to address this and other things in the neighborhood. He will be taking the lead on this project.
 - Guest parking and Silver Green: Jen – respond to Chuck and say we are reviewing the rules and updating them to be able to better address it.
 - Machinery at a DRC Approved Project: The board has asked them to move it off site.
 - Report from HOA Management Committee:
 - Update on EUnify Software – Jennifer is ready to start is just waiting for the go ahead from David & Michael. Courtney understands that they are going to pay the implementation fee and Jen’s hours then the HOA would handle the ongoing costs. This is still subject to discussion and negotiation.

- HOA Management Search – HOA Management RFP: The RFP is completed and Ron will be able to help on this committee. We have a number of property management organizations that have expressed interest. Blue River Property Management, Bliss Property Management, Ann Gallagher, Superior Property Services, Mountain Managers, Wilderness. They will look to have someone in place in June to give a smooth transition.
- ❖ Spruce up day: Scheduled for June 20th.
- ❖ Board Comment: None
- ❖ Meeting Adjournment:
 - M/S/P: Ron/Courtney – 5:16 pm.

*Board of Directors Meeting
Minutes
March 4, 2015, 2014 1:00 pm*

- ❖ *Call Meeting to Order: The meeting was called to order at 1:10. Ron Schuman, Emily Lutke & Courtney Kenady were all in attendance. Jennifer McAtamney was also in attendance taking minutes.*
- ❖ *Approval of BOD Minutes from January:*
 - *M/S/P: Emily/Courtney 3-0*
- ❖ *Old Business:*
 - *We reviewed the DRC appeal.*
- ❖ *New Business:*
 - *Finance*
 - *Approve bills: Approved.*
 - *Actual to budget: Approved.*
 - *Budget Items:*
 - *Landscape RFP For 2015*
 - *Irrigation & Maintenance – We will need to get working on this. See attached draft*
 - *Send the irrigation to Drew for a 3 – 5 year proposal & send to three or 4 others for the maintenance.*
 - *Jen will send out and have them respond to Ron we will make a decision by March 24th to April 1st.*
 - *Enforcement items:*
 - *Review new financial policy and rules Ron has presented*
 - *The board has reviewed this and adopted the document. We will send it out with our meeting notice for the March 25 AGM. Ron will send Jen a page for SB100 index so neighbors are familiar with the neighborhood policies.*
 - *Report from HOA Management Committee:*
 - *Update on EUnify Software*
 - *The demo went well and showed the software to it's full advantage. It had great enforcement capabilities with a mobile app that included the ability to attach pictures, everyone had their own account to pay assessments along with new payment options, discussion group capabilities. It has rich functionality and we can customize the items that are appropriate for us. The Board has decided to move forward with EUnify.*
 - *Emily is going to request to that the committee put together a plan and Rfp for a self management scenario, and we will use the rfp for the management contractor. The board will then*
 - *Set date for Spring AGM Meeting – March 25th Semi Annual Meeting 6:30 BGVCC*
 - *What would you like to see on this agenda?*
 - *Stay tuned for DRC Schedule or provide it*
 - *Report on management*
 - *Election Announcement for two seats.*
 - *For our March meeting: Determine dates for the Garage sale and spruce up day!*
 - *Spruce up day: June 20th & July 11th for the garage sale.*
 - *Board Comment: Ron took a risk management class for HOA's regarding insurance. Ron feels that we are paying more than we need and that we could review these policies and save the association money for the insurance. Would we be able to reimburse him for this class based on*

the policy. Emily requested an agenda so they can see how this benefits the neighborhood and then the board can make a decision on this expense.

❖ *Meeting Adjournment: at 2:37 pm.*

➤ *M/S/P: Courtney/Ron – 3-0*