

WNA Board of Directors Meeting Minutes

September 3, 2015 1:00 pm

- ❖ Call Meeting to Order at 1:01pm: Ron, Laurie, Courtney, Emily and Anne were in attendance. Emily had to leave at 2:15pm for another meeting.
- ❖ Approval of BOD Minutes from July (*see below*):
 - M/S/P: *Approved via email 3-0*
- ❖ Neighbor Open Forum: *Doug Briggs attended. He is concerned about dumping on the HOA open space and improvements being done at 12 Union Mill, Owner is still waiting for DRC approval to move forward.*
 - *Parking Spaces on Alley furthest East – Guest Parking only – The use needs to be defined and signed. Ron believes that additional signage should be installed. Ron believes there are signs in the storage unit.*
 - *Parcels at the east end of the neighborhood who owns the property and who will maintain. Check the conditions of the property when handed over by the developer.*
- ❖ Old Business:
 - Short Term Rentals – Courtlandt Pennell would like to pursue amending Short Term Rental rules. *The discussion will be opened up at the Semi Annual HOA Meeting in October. Need a formal request from Courtlandt Pennell.*
- ❖ New Business:
 - Finance
 - Approve bills: Approved
 - Finance Reports: Approved
 - Delinquencies, Collections, Late Fees and Finance Charges – update on possible payment plans: *Working with Delinquent homeowners on finalizing payment plans by 9/23/15. If not, the delinquent dues will go to collections.*
 - Budget Items:
 - 2016 Budget
 - Mgmt contract through Dec. 2016
 - Plowing contract through 2017
 - Shoveling contract through 2017
 - Irrigation contract (waiting on 3-year proposal from Thetford)
 - Landscape contract (waiting on 3-year proposal from ASAP)
 - *BOD requested from Poplar LLC the breakout of the Lincoln Park Townhome Budgets, Sidewalk, Bridge & Green maintenance, winter maintenance.*
 - E-Unify Update – waiting for hours estimate (set-up cost) after Jen finishes setting up another HOA
 - Board Business:
 - Remaining BOD meetings scheduled for 2015 (1st Thursday of every other month at 1pm) – Confirmed.
 - Ron would like BOD approval to cover his expenses to attend M-206 Financial Mgmt class as part of Board Continuing Education.
 - *Some of the BOD aren't sure if they support spending that amount of money for a member who is elected for a year term. The board will think about the request and vote later. There are some concerns that this would benefit Ron on a personal level and is there an alternative class available locally.*
 - *Mountain Conference CAI – in Vail, CO, September 14th – Ron would like to see the BOD attend at the HOA expense.*
 - DRC Results review

- Bill Kirkhoff, 12 Union Mill & Private Open Space – *Still not approved by DRC or TOB*
- Landscaping/Maintenance:
 - Rodeo Drive Irrigation Vault Cover – completed 8/2015 by Russ Backhouse
 - Jet Black – Asphalt cracks project – date TBD – *plans on Sept. 29th or stop by when they have time to knock out an alley here and there.*
 - Move irrigation timer on Cedar Green – waiting on estimate from Thetford
- Enforcement items: *Stay consistent with enforcement based on current rules and regulations.*
 - Violations – walk-through results, next walk-through w/BOD member, garage doors?!: *Ron volunteered to accompany Anne on walk-through next week*
 - Campers/Trailers, Improper parking (not on parking pad) – current rules, discuss imposing fines for non-compliance (3 owners – 1 moved, 2 remain)
 - Review Faia request for permission to park Airstream Bambi on parking pad – *Cannot approve Faia's request to keep Airstream on parking pad, as it does not qualify as a Camper Van.*
 - Guest Parking – temporary parking permit for overnight guests? -- enforcement for overnight/repeated/owner use? -- complaint-based or walk-through-based? *Keep it complaint-based – remind the neighbors to communicate with HOA Manager if they notice improper use of Guest Parking.*
 - Miscellaneous – Sean Berg concerning broken gate, short term rental: *Anne will call Laurie Best to notify of possible rental violation.*
 - Jackman fence damaged by plowing company, notified Jen this spring, no action has been taken – *Check with Jen on notification, Call All Phase to schedule a fix.*
- ❖ Board Comment:
- ❖ Meeting Adjournment: 2:58pm Motion to Adjourn ...
 - M/S/P: Ron/Laurie/Courtney