

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

Board of Directors Meeting

Minutes

January 7, 2015, 2014 1:00 pm

- ❖ *Call Meeting to Order: The following members were in attendance; Ron Schuman, Courtney Kenady& Emily Ludke. Tom Bailey was unable to attend. We also had two guests in attendance: Mindy Brewer & Bob Christie.*
- ❖ *Approval of BOD Minutes from November*
 - *M/S/P: Ron/Emily – 3-0*
- ❖ *Old Business: None*
- ❖ *New Business:*
 - *Finance*
 - *Approve bills: Completed*
 - *Actual to budget: Approved.*
 - *Ron made a motion to move \$6161.23 or some number less after final bill are paid to our reserve budget*
 - *M/S/P: Ron/Emily 3-0*
 - *Pending: DRC Follow up from last meeting: The Board would like to see the DRC put the length of time to build concurrent with the permit for the project. For those who have had approval expire they would like to see this streamlined and for the neighbor to be able to ask for a review of their previous application and that this is approval expedited between meetings. In the event there are changes to their original application they will need to resubmit. Note: We will need to update the Design standards for this stuff to be in effect and you will also want to determine if we will be willing to accept phased projects. – Updated Note Schedule a meeting prior to season. The group would like to do at least 2 joint meetings with the Board of Directors to make sure things are in alignment. Let's calendar this now. The board would like to invite the DRC to the May 6th meeting at 5:00 pm.*
 - *Budget Items: Extra Snow removal. This is a special winter so let's discuss how things are going...They are going to remove the piles at the ends of the alley, and then widen the alleys to make room for more snow!*
 - *Landscape RFP For 2015*
 - *Irrigation & Maintenance – We will need to get working on this shortly.*
 - *Enforcement items:*
 - *Ron will also take on updating our rules and regs with enforcement and collection policies. – We have general policies in our SB100 document, Ron is going to refine this over this month so we can get the specific policies in place for our March meeting.*
 - *This will be the focus of our March meeting to review and adopt so they can be sent out with Meeting notice for our March Meeting.*
 - *Report from HOA Management Committee:*
 - *They have divided up the committee into three areas: accounting, self management & RFP for a management company. Mindy found out that we can also do a version of self management with paid positions to do various duties. David O'Neil has also been looking at software packages to help systemize all of his HOA's to make sure that hand off's are*

- smooth and easy with all the HOA documents and required records, the tentative plan would be to implement this package prior to the transition.*
- *The board has to have a discussion on levels of enforcement so that the RFP can reflect this and appropriate level of service*
 - *Update on DRC Application for 25 Silver Green – an appeal is pending – Let’s present 29th or 30th at 1:00 pm as meeting times. We will meet at RWB – let Ron know about this so he can book the RWB conference room.*
 - *Set date for Spring AGM Meeting – March 25th Semi Annual Meeting 6:30 BGVCC*
 - *Set Board meetings: March 4th at 1:00 pm, May 6th at 5:00, July 8th, September*
 - *For our March meeting: Determine dates for the Garage sale and spruce up day!*
- ❖ *Meeting Adjournment:*
- *M/S/P: Ron/Emily: 3-0 AT 3:08 pm*