

Jackson Creek Filing Number 5 Home Owners Association
Academy View
Board of Directors Meeting
January 9, 2010

Call to Order: 8:05 am

In Attendance – Lynne Hess, Jason Mezey, Roxanne Smestad

Proof of Notice – posted on Website December 9, 2009

Homeowner Input – no homeowners present at input session

Approval of Minutes – Dec 12/2009 – Jason motioned to approve, Lynne seconded, minutes approved.

Reports –

1. Officers Reports

- a. **President** - none
- b. **Vice President** - none
- c. **Treasure (required)** - accurate and up to date, lawyer bill exceeded \$500 – voted in favor of paying
- d. **Secretary** - none
- e. **Member at Large** - none

2. Management Report

- a. **Delinquencies Ageing Report**
- b. **Violations status reports**
 - i. **Follow-up on old/existing violations** - 1 owner delinquent
 - ii. **New violations** – none
 - iii. **Violation Status Report** – follow up on homeowner who addresses BOD in December,

Unfinished Business –

1. Appointment of Replacement Director for Vacant Position on Board – The call for volunteers had no responses.

2. Filling vacancy created by resignation of Kym Giles

- a. **Report from Lynne Hess regarding HO Response to letter** – no response
- b. **Selection of replacement** – Amy Numedahl and Michelle Nunez suggested
- c. **Confirm Replacements acceptance and willingness to serve and abide by laws, and Association Governing documents** - not able to do until we have approached potential new BOD members

- d. Resolution appointing person** – awaiting appointment of new members
- e. Approval of resolution** - awaiting appointment of new members
- f. Announcement sent to Home Owners** - awaiting appointment of new members

3. Delinquencies

- a. Trail Ridge request for relief from penalties and interest** – no formal request (in writing or present at HOA meeting)

4. Violations

XXX - Homeowner has moved out, home is vacant, Violations continue to exist. - check to see if plans were submitted to Michelle and follow up with homeowners on the second issue.

XXX - Board needs to communicate with property owner regarding Boards decision. Blue trash cans have been observed behind fence on East side of property since December 12, 2009. – check with BB

5. Creation of Rules committee – tabled due to lack of interest, will re-visiting at a later date

- a. Appointment of two Board members to committee (Required by Governing Documents)**
- b. Resolution establishing expectations, scope of authority, due dates and anticipated outcomes.**
 - i. Not to contact Attorney**
 - ii. Not to incur any expense without prior written BOD approval**
 - iii. To report to Board, in person, at every meeting**
- c. Communication to HO regarding committee and request for input.**

6. Acceptance of Balanced Bookkeeping's VERBLE termination of covenant enforcement.

- a. Have not received written notice per agreement** – received via email
- b. Move to stop paying for service** – not being charged for enforcement, only bookkeeping
- c. Written communication of Boards decision to BB** – Roxanne will contact about the possibility of re-establishment of covenant enforcement. Request a meeting with BB to discuss expectations for both parties. Lynne will draft expectations for BOD by 01/13/2010 for review.

7. Creation of or modification of Board Member "CODE OF CONDUCT" – tabled until a later date, need to do a bit more research.

- a. Request attorneys document under non-disclosure for review**
 - i. If attorney is unwilling to share without purchase, DECLINE**
 - ii. May also request under NDA from HindmenSanchez or other firms.**
- b. Determination to move forward**

8. Commit Association Communication policy to writing – tabled pending research.

9. Define requirements for membership on BOD – Lynne will draft preliminary requirements for 01/13/2010.

a. Member in good standing

b. Agreement to abide by legal requirements and governing documents

c. Willingness to attend meetings (How Many, How Often)

d. Training requirements

New Business –

1. Acceptance of Rundquist Resignation – BOD accepted.

2. Filing of Vacancy created by resignation of Kym Giles and Selection of replacement - Roxanne motioned that we appoint Amy Numendahl, to one position Lynne seconded, Roxanne to contact Amy. Jason motioned that we appoint Michelle Nunez to the second seat; Lynne seconded it, Roxanne to contact Michelle.

3. Review Annual Contracts -

a. Define Requirements and Expectations - Each member to create a list of requirements and expectations will re-visit at the February meeting.

b. Define Potential Vendors – tabled pending a discussion with BB

c. Request proposals from selected vendors – tabled -no vendors to choose from at this time

d. Select those to pursue and request a meeting with the BOD – not able to do at this time

e. Select from pool and notify – not able to do at this time

f. Bestway Disposal – contract was approved for 6 months in December, will review in April

g. Balanced Bookkeeping – will review in February

h. Legal – review for March

4. Red Flag Law Compliance – tabled for February meeting so that BOD members can research

5. Procedure to formalize adding items to the meeting agenda – tabled until we have more members on BOD. Looking at a deadline prior to the next scheduled meeting that would give the secretary time to add to agenda and circulate to members.

6. Review Management of Association Records and how to respond to request for examination and/or copies – tabled

7. **Define management requirements, Scope of Services currently being provided, gap in services and to develop a plan of approach to resolve** – each member will work on individually and bring to February meeting to start drafting
8. **Discussion on how to move forward with the BOD and HOA (positive discussion on BOD purpose and vision).** More open with communication and more community orientated.
9. **Implementing a Community Organization Committee** – no volunteers responded to the call for volunteers mailed out.

10. **Review insurance requirements, determine coverage, identify gaps if any, develop plan** – liability insurance is the only thing we have, call and request for an agent to come out and discuss at future BOD meeting.

Executive Session –

- a. **Rules and Responsibilities** – for each member to come up with and re-visit in February.
- b. **Thank-you to Walt** – what can we do – need to check rules and regulations (and state law) on how members who have served can be thanked.

Meeting Adjournment: 9:43 am