

First Hyland Greens Association

Board of Directors Meeting

August 15, 2017; 7:00 – 9:00 pm

Hyland Hills Golf Clubhouse - 9650 Sheridan Blvd., Westminster, Colorado 80021

MEETING MINUTES – DRAFT

Call Meeting to Order with a Quorum of Directors

Vice President Dane Ernsberger called the meeting to order at 7:05 PM. Board members Joe Armstrong, Tyler Urruty, Allan Meers, Bill West, Linda Mollard, Pam Moores, Matt Brozovich, Mark Mischke and Chuck Smith were present. Board members Mike McCurdy, Julie Oldham and Monte Thompson were absent. Jenny Singleton represented HAVEN Community Managers.

Approval of July 18, 2017 Summary Minutes

Dane Ernsberger made a motion to approve the minutes of the July 18, 2017 Board meeting with a revision to add in the cost of \$15,769 for the pool fence project. Pam Moores seconded. Motion to approve carried unanimously.

Introduction of Homeowners & Invited Guests Present

Jennifer Chavez and Nathan Jensen were in attendance as homeowners. Jennifer advised that she was there for any questions concerning her ACC request. Nathan advised that he was there for the tot lot and would be willing to look at the area and provide different options for renovations.

Covenants

ACC House Rebuild

Dane Ernsberger made a motion to approve the ACC request as submitted. Joe Armstrong seconded the motion and the Board opened the topic up to discussion.

Mark Mischke made a motion to approve the ACC request with revisions to include making the windows larger and more symmetrical and to add an eve (roof feature) to better match the aesthetic of the community. The Board opened the topic back up to discussion.

Dane Ernsberger made a motion for the Board to tentatively approve the changes that Mark proposed based on revised drawings to be submitted by the owner. In addition, the motion included for the ACC to provide final approval. Pam Moores seconded the motion and all were in favor.

Secretary

FINAL Pool Fence Project

Joe Armstrong presented information that John Van Royen completed regarding the pool fence project. It was determined by the board members in attendance that the restroom facilities, large pool deck and pool lights were all separate projects. It was also determined that the electrical work that will commence in 2018 will be a separate item as well. The final cost for the pool fence and related projects totaled \$71,515.

Joe made a motion to close out the pool fence project and to consider the item complete. Tyler Urruty seconded the motion and all were in favor.

Board Expenditure Policy

Joe Armstrong provided information regarding the policy that he is drafting. Items of inclusion are amounts that directors may authorize and creating a checklist for the project. It was asked by officers in attendance to make the limits for the officers an increased amount and to be the same as the chairmen's limits. In addition, Joe advised that coding requirements should be an item added to the policy. Joe Armstrong made a motion to approve the items mentioned and to move forward with continuing the revision of the policy. Dane Ernsberger seconded the motion and all were in favor.

Treasurer

July 2017 Financial Statements

Tyler Urruty presented the financial statements for the period ending July 31, 2017. First Hyland Greens has assets totaling \$213,856.98 in the operating accounts and \$551,509.94 in the reserve accounts. Tyler noted two items were paid out of reserves, which were \$6873.16 and \$1330 to Summit Services for Major Landscape Replacement and Improvements.

2017 Bridge Budget

Tyler presented the draft budget for the remainder of 2017, showing an overage of \$1264. The Board discussed the line items and how to zero out the budget to keep assessment the same for the fourth quarter period. Tyler Urruty made a motion to approve the budget with a revision to reduce the reserve transfer by \$1264 to make the budget zero out. Matt Brozovich seconded the motion and all were in favor.

2017 Bridge Reserve Budget

Tyler presented the draft reserve budget for the remainder of 2017. Tyler Urruty made a motion to approve as submitted. Pam seconded the motion and all were in favor.

2018 Budget

Tyler presented the draft budget for the 2018 fiscal year, showing an overage of \$13,236.80 for the year. Tyler advised there were three options to choose from; 1. Cut expenses to zero out the budget; 2. Shorten the reserves to zero out the budget; 3. Raise assessments by \$13,236.80 for the year. Each member provided their choice and opinion regarding such. Tyler Urruty made a motion to approve the budget with a revision to shorten the reserves in order to zero out the budget. Matt Brozovich seconded the motion. Dane Ernsberger abstained. The motion carried with 9 votes.

2018 Reserve Budget

Tyler presented the draft reserve budget for 2018. Matt advised that the electric pool signage can be removed from the reserve plan as it is not necessary. Tyler Urruty made a motion to approve with the pool signage being removed. Dane Ernsberger seconded the motion. Joe Armstrong asked for clarification between the tennis court at the small pool being resurfaced vs. and overlay. The motion carried unanimously.

Management

Collection Policy

Jenny Singleton brought to the Boards attention that the current collection policy does not specify amounts that may be charged by the management company for the production of late letters at 40, 70 and 90 days. Dane advised Jenny to revise the policy and submit to the Board for review and input.

Light Fines

Jenny Singleton advised the Board that at the previous meeting, there was a request for a removal of a fine for a light not functioning on a consistent basis. Linda advised that the request should not have come to the Board for decision, but should have been submitted to the ACC Committee for review and decision. Dane also advised that at the time the fine was charged, the light was in working order and Management should have it removed.

Pools

Back to School Scheduling

Allan Meers advised that with numerous lifeguards attending school, there may be times that coverage will not be available and the small pool could be closed for items such as these. Allan also advised that the small pool was closed for a day to level out the chemicals.

Weather Closures

Allan advised that any time there is a closure, whether for lifeguard scheduling or weather purposes, the vendors are aware to advise both Matt and Management of the closure and both parties will place on their respective websites for resident awareness.

Communication & Technology

Facebook Page

Matt Brozovich advised that the Facebook page has been setup and claimed as the Association's page. He advised there are still a couple out there that have not been claimed.

Website Update

Matt advised that a link has been setup on the Association maintenance website to redirect residents to the Management maintained website for accounting purposes.

MailChimp Mailing List

Matt advised this is a work in progress and will be placing an ad in the upcoming newsletters for residents to be aware of.

Pool Key Card Access

Matt advised that he has been in contact with 2 different companies, one of which is Key-Rite, and they are working on a bid to submit for review. Once Matt has the details nailed down and the bids correct and in hand, he will provide for Board review.

Camera Project

Matt advised the members in attendance that the camera project has been moved to Communication and Technology for ownership.

Activities

Luau

Linda Mollard asked the Board members in attendance to please remind residents of the upcoming event, being held on August 26, 2017.

Dog Swim

Allan Meers reminded those in attendance that this is scheduled for September 10, 2017 from 2-6pm.

Chili Cookoff

Linda Mollard advised that she will be making an ad for the newsletter to be sent out for September. Matt asked the Board members in attendance to send any song requests to him so they may be provided to the band.

Greenbelts

Bill West advised that a neighbor of his asked if there was a policy regarding dead branches. The Board advised Bill to reach out to Jerry for details on this item.

Adjournment

Dane Ernsberger made a motion to adjourn the meeting at 8:58 PM. Pam Moores seconded the motion and all were in favor.

Joe Armstrong
Secretary, First Hyland Greens Association

Date Approved by Board of Directors