

## **First Hyland Greens Association**

### **Board of Directors Meeting**

March 21, 2017; 7:00 – 9:00 pm

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

### **MEETING MINUTES – FINAL**

#### **Call Meeting to Order with a Quorum of Directors**

President Mike McCurdy called the meeting to order at 7:00 PM. Board members Joe Armstrong, Matt Brozovich, Marianne Clark, Dane Ernsberger, Alan Meers, Linda Mollard, David Simmons, Chuck Smith, and Tyler Urruty, were present. Board members Julie Oldham, Pam Moores, Monte Thompson and Bill West were absent. Shanna Massier represented HAVEN Property Managers & Advisors.

#### **Approval of Summary Minutes**

Marianne Clark made a motion to approve the minutes of the February 21, 2017 Board meeting as submitted. Linda Mollard seconded. Motion carried unanimously.

#### **Introduction of Homeowners & Invited Guests Present**

Eric Sloan and Kari Mullen were present to discuss their ACC Application for raised garden beds and the Covenant that relates to allowing chickens in First Hyland Greens

Christina Kafka and Leah McCurdy were present to express their concern for the coyote activity within the Community. Board members suggested that they consider drafting an article for the April 2017 newsletter.

#### **Old & New Business Reports**

##### **Camera & Surveillance Committee**

Homeowner and Chairperson of the Camera Committee John Van Royen was present to provide updated information that the Committee had obtained, including an updated installation proposal, homeowner feedback from the newsletter inquiry and a legal opinion. The Committee summary included a recommendation that the Board of Directors approve the installation of the video cameras at the swimming pool at a cost of approximately \$6,165.00. The Board of Directors raised several questions about the specific equipment to be used, recording times, benefits of the equipment and security of both video and equipment. After thorough discussion, Mike McCurdy made a motion to approve the project as requested by the Committee. Alan Meers seconded. Motion was defeated by a vote of 4-6-1 (abstention). Board members opposing the motion asked for better explanation of need for the equipment, a more definitive purpose and a requirement for more information on security of equipment. Board members were encouraged to submit comments to John Van Royen electronically.

#### **Secretary**

##### **Proposed Conduct of Meeting Policy**

Joe Armstrong provided a proposal for a Board Conduct of Meeting Policy that may allow for more streamlined and efficient Board meetings. The proposal includes standing rules, timing and the use of motions before Board members engage in discussion. Board members were enthusiastic about the proposal, Joe agreed to develop a more complete guideline/policy to be considered at the April 2017 Board meeting. Allan Meers also suggested that reading the Board packet in advance of the meeting would streamline the discussion as well.

##### **3-2017 Request for Action**

Joe Armstrong made a motion to post the Board meeting agenda on the website and send a copy to homeowners electronically when the Board packet is distributed to Board members. Marianne Clark seconded. This action allows for additional Board business transparency in that homeowners would be provided an opportunity to view a Board agenda. Motion carried unanimously.

Joe Armstrong made a motion to add a category for Reports of Action to the website for homeowner's review. Matt Brozovich seconded. This action allows for additional transparency to allow homeowners an opportunity to review Board action. Motion carried unanimously.

Joe Armstrong made a motion to clarify the utilization of the Adoption of Policies Policy by requiring the 21-day comment period to be extended to the next scheduled Board meeting and requiring an electronic notification be sent to all homeowners noticing them of a proposed policy or rule change. Marianne seconded. This action allows for a more defined adequate opportunity to homeowners to review a proposal and initiate comments prior to a policy change being approved and implemented by the Board. Motion carried unanimously.

Committee appointments, request for clarification

Joe Armstrong requested clarification regarding Committee membership and appointments. Shanna suggested that this should be performed by a Board action, motion and approval. Linda Mollard asked that this agenda item be tabled to the April 2017 Board meeting.

### **Vice President**

Legal Opinion-General Inquiries

Dane Ernsberger had shared a list of questions to the attorney and complete overview of both the questions and answers was included in the Board packet. There was no discussion.

New ACC Application Forms Proposed

Dane Ernsberger made a motion to utilize new request for architectural changes applications. Marianne Clark seconded. In order to clarify the architectural review process, and provide homeowners with more detailed applications, three new application forms were proposed. One for painting, siding, roofing and window replacement; one for fencing, concrete and patio/deck repair and or replacement; and one for garage door, front door and miscellaneous repair/replacement projects. Linda Mollard amended the motion to require review and approval by the Covenants Committee. Mike McCurdy seconded. Motion carried unanimously.

Dane Ernsberger asked for a straw poll to determine interest on the following tabled projects and engage a Board member to act as chair for these projects:

- a. Declaration of Covenants revisions. Vote of the Board members present: 8-3 to move forward with this project. Dane Ernsberger will provide input, but will not oversee the project. Tyler Urruty offered to assist.
- b. Pool card access. Vote of the Board members present: 9-2. Matt Brozovich offered to oversee the project.
- c. Tot Lot upgrades. Vote of the Board members present: 11-0. Mike McCurdy and Tyler agreed to work together on this project. Linda Mollard suggested that a solicitation for homeowner participation be included in an upcoming newsletter.
- d. Homeowner Directory. Vote of the Board members present: 2-9. This project was defeated.

### **President**

Homeowner Correspondence 2-14-2017

Mike McCurdy shared a letter he had received from a homeowner expressing his disappointment in the Board's action with regard to covenant enforcement, as well as landscaping improvements and enhancements. Matt Brozovich pointed out the recently approved Neighborhood Enhancement Grant awarded to the Community and that this would be a good first step in improving the 101<sup>st</sup> Street entranceway into First Hyland Greens.

Board Meeting Time Change

The Board engaged in a brief discussion regarding changing the meeting time and agreed that the proposed Board Conduct of Meeting Policy if properly used may greatly reduce the length of meetings. Therefore, there will be no change in the meeting start time.

Pool Fencing Project

Mike McCurdy presented his concerns and information regarding the personal liability that Board members might incur if the pool fencing project were to be further delayed. Marianne Clark clarified that she understood the liability issues and was not seeking to delay the project, but rather was seeking copies of the bid proposals that had been submitted in 2015. This information was not made available, although Shanna Massier attempted to provide an overview of the Project Committee's process and the documentation provided to the Board of Directors in 2015 that allows for the approval of the pool fencing project.

### **Activities**

Easter Egg Event – Saturday; April 15, 2017

Linda Mollard reminded the Board of the upcoming event calendar including the Easter Egg Event. 1600+ eggs have already been stuffed and Linda intends to change the start time of the Easter event to 10:30 AM. Food Trucks will start in May and arrive on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month throughout the summer. Linda encouraged Board members to attend each event.

### **Communication & Technology**

Electronic delivery of newsletter, with printed copies available

Matt Brozovich made a motion to initiate electronic distribution of the newsletter and continue to provide paper copies to homeowners until we gauge homeowner response to this change. David Simmons seconded. The Board of Directors agreed in concept to this change. Mike McCurdy will include information on this proposal in the April edition of the newsletter to allow for homeowner feedback. Motion carried 8-3.

### **Website Update**

Matt Brozovich indicated that the new website is close to unveiling. He would like to bring it live immediately, and allow for further consideration of social media interactions including NextDoor and Facebook. Beta site links will be distributed to the Board members over the weekend.

### **Covenants**

Proposal to revise Covenant Enforcement Policy

Mike McCurdy made a motion to approve the proposed Covenant Enforcement Policy revision to allow for “habitual offender” and “Continuous offender” violations. David Simmons seconded. Dane Ernsberger stated that these mechanisms would be effective in enforcing repetitive post light or recreational vehicle parking violations. Joe Armstrong referred to and read a statement from the October 2016 Board meeting minutes: “Shanna suggested that the Board carefully consider this action. The Association’s current policy has stood the test of time, and First Hyland Greens has historically operated in a neighborly manner toward homeowners found to be out of compliance.” Upon conclusion of discussion this motion was defeated unanimously.

Proposal to Revise Rules & Regulations- fencing restrictions

Marianne Clark made a motion to amend the Associations Rules and Regulations to allow for wire mesh to be placed on split rail fencing. David Simmons seconded. Marianne stated that this proposal is in response to homeowner inquiries, and would allow for homeowners to maintain an open and inviting yard (versus 6’ privacy fencing) while allowing for containment of pets and small children. Information from neighboring properties and photographs of examples were distributed among the Board. Dane Ernsberger expressed his enthusiasm for the idea of allowing for wire materials but disagreed this proposal was actually a Covenant amendment, for which the Board of Directors does not have the authority to amend. Upon conclusion of discussion this motion passed 10-1.

(9:40 PM-Matt Brozovich and Dane Ernsberger excused themselves from the meeting)

### **Budget Ratification**

Budget Ratification Committee Update

Joe Armstrong provided a brief overview of the progress made to date by his committee. A proposal to amend the Bylaws to allow for a fiscal year revision will be presented at the April Board meeting. A proposal to allow for budget ratification has been presented to the Association’s legal representation for review.

### **Pools**

2017 Pool Contracts

Allan Meers made a motion to approve the pool maintenance and lifeguard contracts for the 2017 season. Mike McCurdy seconded. Allan stated that the lifeguard contractors both reflected slight increases as a result of the changes in minimum wage standards. Chemical costs have also increased slightly. Allan recommended approval of the big pool lifeguard and maintenance contracts submitted by Absolute Pool Management (APM) and for the small pool, the maintenance contract submitted by APM and the lifeguard contract submitted by Carousel Pools. Motion carried unanimously.

2017 Pool Season Update

Allan indicated that pool opening procedures would commence in the next few weeks.

### **Treasurer**

February 2017 Financial Statements

Tyler Urruty reviewed the financial statements for the period ending February 28, 2017. First Hyland Greens has assets totaling \$260,917.84 in the operating accounts and \$512,119.43 in the reserve accounts.

**Adjournment**

Linda Mollard made a motion to adjourn the meeting at 9:55 PM. David Simmons seconded. Motion carried unanimously.

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Joe Armstrong  
Secretary, First Hyland Greens Association

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Date Approved by Board of Directors