

First Hyland Greens Association

Board of Directors Meeting

September 19, 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

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

Approval of August 15, 2017 Summary Minutes

Pam Moores made a motion to approve the minutes of the August 15, 2017 Board meeting as submitted. Tyler Urruty seconded. Motion carried unanimously.

Introduction of Homeowners & Invited Guests Present

John Van Royen was in attendance as a homeowner.

Secretary

Work Order Flow

Joe Armstrong made a motion to add a work order flow to the expenditure policy to make part of any bidding and project items. Dane seconded the motion. The Board discussed different aspects of the proposed addition to the policy. Dane Ernsberger amended the motion to use the proposed work order option as a beta system on the perimeter fence repair before adding it to the policy. Pam Moores seconded the motion. Motion carried unanimously.

Con-Web Invoice Approval

Joe Armstrong made a motion to change the invoice approval to an online approval allowing invoices to be paid on a weekly basis instead of monthly. Tyler Urruty seconded the motion. The Board discussed the details of the portal provided through Haven. Joe Armstrong amended his motion to have Management verify if a 3rd person can be added to the invoice review process before the Board decides to change their process. The motion carried unanimously.

Treasurer

August 2017 Financial Statements

Tyler Urruty presented the financial statements for the period ending August 30, 2017. First Hyland Greens has assets totaling \$183,659.67 in the operating accounts and \$546,620.06 in the reserve accounts.

Management

Collection Policy

Jenny Singleton presented a draft revised collection policy to the Board. Dane Ernsberger made a motion to approve the revised policy with an additional revision to bring the policy into compliance with the new fiscal year and bring the example for late fees to an updated date from 2013 to 2017 or 2018. Tyler Urruty seconded the motion and all were in favor.

Waiver Request

Account Number 118802630 submitted a request asking for a waiver of a fine, a waiver of late fees and for a payment plan to be approved. Dane Ernsberger made a motion to deny the request for all items. Linda Mollard advised those in attendance that the homeowner is currently under contract for selling the home and a payment plan cannot be satisfied by the owner. The fine will stay due to the light having not been working for February – December of 2016. Pam Moores seconded the motion and all were in favor.

Annual Meeting Plan

The Board discussed the details for the annual meeting, which is scheduled for November 7, 2017 from 7-9pm at Ciancio's. The Board agreed to add in an ad to the newsletter for October.

Pools

End of Season Summary

Allan Meers gave a brief update regarding the summer season at both pools. A couple items mentioned were that the caulking was not completed and there were 4 incidents that occurred this season.

End of Year/Next Year Projects

Allan advised the electrical will be completed at the big pool somewhere between fall and spring of 2018 as well as a concrete addition, which consists of removing some grass to accommodate.

Communication & Technology

Key Card Quotes

John Van Royen spoke on behalf of Matt Brozovich regarding key card quotes. A price from Key-Rite Security was provided in the amount of \$15,229.85 and one from Arapahoe County Security Center in the amount of \$17,910.92. The Board discussed the dynamics of completing this install and what the change would mean for the residents. The Board will discuss at a later time, but advised John to have the tennis court unlocked.

Yard Stake Signs

Linda Mollard spoke on behalf of Matt Brozovich regarding obtaining yard stake signs for the community events and the board agreed for them to be made.

Facebook Page Update

Dane Ernsberger provided an update on Matt's behalf advising that there are now 16 people following the event tracker and 15 likes.

Digital Newsletter

Dane provided the update on Matt's behalf advising there are 18 subscribers for the digital newsletter email list and will obtain more from Linda. The Board asked Management to send over the contact list that we have on file.

Activities

Luau

Linda Mollard advised there were 142 people present, it will be an event for 2018 again and will start it 1 hour earlier than this year.

Dog Swim

Linda and Allan advised there were 24 dogs, with owners bringing dogs after the dog swim was over.

Chili Cookoff

Linda advised that all vendors have been confirmed and Front Range will have an employee present to keep any residents with alcohol inside the play court.

Greenbelts

Perimeter Fence Repair

John presented a request to the Board to conduct some repairs to the perimeter fence. He advised that he contacted numerous different companies, but only received two bids back; Great Gates Fencing for \$5542 and Summit Services for \$9913. Pam motioned to approve the request to waive the requirement for a 3rd bid and Allan seconded the motion. The Board discussed the request from John and asked relevant questions. A motion was made by Joe and seconded by Dane to approve the waiver of a 3rd bidder, approve up to \$7500 for the perimeter fence repairs, including contingency and to use this repair as a test subject for the work order system. The motion carried unanimously.

Bill West gave an update that the column caps will be installed starting the 22nd of September.

Adjournment

Dane Ernsberger made a motion to adjourn the meeting at 9:07 PM. The motion carried unanimously.