

**FIRST HYLAND GREENS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**

**FEBRUARY 19, 2019**

**SUBJECT TO BOARD APPROVAL**

**CALL TO ORDER**

The meeting was called to order at 7:00PM. Board members in attendance were Linda Mollard, Courtney Mollard, Matt Brozovich, Tyler Urruty, Kevin Murphy, James Gilmer, Allan Meers, Charles Smith, Pamela Moores, Heather LaPuma, Valerie Westmark, Kathleen Dodaro, and Monte Thompson. In attendance from MSI, LLC were John Field and Lewis Moses. Board members not in attendance included Joe Armstrong.

**OPEN FORUM**

Homeowners in attendance were Colleen Dufresne and John Van Royen.

**APPROVAL OF PREVIOUS MINUTES**

The minutes from the January 15, 2019 meeting were not approved. A few corrections will be made, and they will be presented at the March meeting.

**SECRETARY'S REPORT**

Policy Amendment Proposal: Collection Policy – Some of the points of the policy were reviewed; however, a decision was not made at this time to make a change.

Expenditure Policy:

1. Approve the revised Expenditure Policy – This item was postponed to the next meeting.
2. Divide the question on the Expenditure Policy – This item was postponed to the next meeting.

Attorney Representation – It was moved and seconded to contract with Winzenburg, Leff, Purvis, and Payne (WLPP) to represent the HOA for legal matters. The motion passed unanimously.

**TREASURER'S REPORT**

Financials – The Treasurer reviewed the December 2018 Financials and reported that the concrete project was completed and had been replaced.

CPA – The Treasurer noted that a new CPA is needed. Management will provide options for a new CPA.

**MANAGER'S UPDATE**

Delinquencies – One delinquency was available from Business Management Law Group. The Manager was directed to obtain all records back from legal services, in order to review and proceed with legal action where appropriate.

Violations – Several owners had previously indicated that they would be in attendance to dispute their trash violations. These owners had since come into compliance and did not attend. It was moved and seconded to waive the \$50.00 fine from account 1552039601. The motion passed with a majority vote.

Trash Service – The Board would like a legal opinion whether or not the HOA has the right to provide trash (garbage and recycle) service for the entire community. The Manager will present the question to WLPP. There are still twenty-one (21) owners that are delinquent for trash service as they did not opt-out of service for the year. Management will not pursue these accounts at this time. Linda will reach out to American Disposal to discuss the contract terms, as was the intent of the Board.

Manager Assignment – Lewis Moses was assigned as the new Community Manager for the association.

## **COMMUNICATION & TECHNOLOGY UPDATE**

Advertising – A new rate sheet for advertising has been created.

Newsletters – The Board began discussions on delivery of the newsletter to members of the community that are not receiving it electronically. No decision was made at this time.

## **ARCHITECTURAL CONTROL COMMITTEE (ACC)**

Design Review Requests – The association will continue to use the Smartwebs Architectural Utility, as it did with previous management. The Manager will learn the software in the next couple of weeks.

Resignation – Dane Ernsberger and Monte Thompson resigned from the ACC effective immediately. It was moved and seconded to appoint Jim Gilmer and Kevin Murphy to the ACC. Jim Gilmer will chair the committee.

## **GREENBELT REPORT**

John Van Royen discussed absorbing the Furniture Committee in to the Greenbelt Committee. It was moved and seconded to make the Furniture Committee a part of the Greenbelt Committee. The motion passed unanimously.

Valerie and Kathleen will co-chair the Greenbelt Committee.

It was moved and seconded to accept the Westminster Grant for grounds improvements. The motion passed unanimously.

The committee asked that a snow removal map be placed on the website.

It was moved and seconded to contract Landmark Engineering to assist with improvements as necessary. The motion passed unanimously.

## **TOT LOT REPORT**

This item was postponed to the next meeting.

## **ACTIVITIES**

The Easter event will be held on April 20, 2019. Matt will send out a flyer and will request volunteers to help with set-up.

## **WELCOME COMMITTEE**

Courtney submitted her resignation effective May 1, 2019.

## **POOL UPDATE**

Handling of Accounts – The Board is considering MSI to handle the pool key fobs as it relates to distribution to new owners and suspension due to delinquency. Management will provide a quote to amend the current contract for this service.

Maintenance Contract – It was moved and seconded to renew the contract with APM for pool maintenance service. The motion passed with a majority vote.

Additional Security Services – This item was postponed to the next meeting.

## **OLD BUSINESS**

- Item: CAI Contact Information
  - Discussion/Summary: The Board discussed remaining members of CAI.
  - Board Decision: It was moved and seconded to not renew membership with CAI. The motion passed with a majority vote.
  - Action: There is no action to take at this time.

## **EMAIL BUSINESS DECISIONS TO BE RATIFIED**

There were no email business decisions to be ratified.

## **NEW BUSINESS**

- Item: Perimeter Fence
  - Discussion/Summary: This item was postponed to the next meeting.
  - Board Decision: No decision was made at this time.
  - Action: There is no action to take at this time.

## **NEXT MEETING DATE, TIME & LOCATION**

The next meeting will be held on March 19, 2019, 7:00PM at MSI's corporate office in Westminster, CO.

## **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:03PM