

**THE RESERVE ON THE EAGLE RIVER HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 17, 2014**

The Board of Directors meeting was held on Monday, February 17, 2014 at The Reserve Club House. In attendance were:

Present

Jess Frieze-President
Janet El-Bitar-Vice President
Regina Pickle-Secretary
Matt Lydens
Scott Ashburn
Lauren Immel
Linda Guerrette-Property Manager

Absent

Tim Sullivan-Treasurer

Owners Present:

Brian Woddell (C302); Kathy Cummings (O103); Bill Gans (C104); Susan Ferrari (F202); Kelly Young (F302); Joy Dunham (O303)

Motion to open meeting

Gina made a motion to open the meeting. Lauren seconded the motion. Motion carried unanimously. The meeting was called to order at 6:32 p.m.

Regina took attendance and noted that a quorum was present.

Approval of Meeting Minutes – January 2014

Discussion held. Janet made a motion to approve the January 2014 meeting minutes. Scott seconded the motion. Motion carried unanimously.

Owners Open Forum – For Non-Agenda Items

- Owner Bill Gans (C104) inquired about policies regarding tenants. He and his wife have owned their unit for almost twenty years. They have had several issues with the owner of the upstairs unit, Unit C204 over the years. The owner of Unit C204 moved out May 2013 and since that time there have been multiple tenants. Mr. Gans expressed concern that he has no way of knowing who the tenants are who live above him. Jess advised Mr. Gans that a new committee has been formed to investigate these type of issues. Linda advised Mr. Gans that the current HOA rules and regulations require landlords to give copies of their leases to the Property Manager. Linda confirmed that she has tried numerous times to obtain leases from the owner of Unit C204, but has been unsuccessful. The BOD requested Linda contact the HOA attorney to determine the correct course of action and thereafter

send a certified or registered notice to the owner of Unit C204 requiring they furnish a copy of their current lease(s).

- Mr. Ganz also brought up the suggestion about possible specifications for wood floors for upstairs units due to the noise factor. No further action will be taken at this time.
- Owner Brian Woddell (C302) introduced Mike Pearson to the BOD and ownership and asked permission to distribute information to the BOD regarding development of the back land parcel. The BOD agreed to review the land development proposal prior to the March 2014 BOD meeting. Mr. Woddell will be added to the agenda for the March 2014 BOD meeting. Kathy Cummings (O103) voiced her objection about the land development option.

Manager's Report

A copy of the manager's report was distributed to the BOD prior to the meeting. Jess asked if any of the Directors had any issues or questions regarding the manager's report. There were none.

Financial Report

Review of YTD Financials

Documents were distributed in advance and discussion held on the following items:

- Linda suggested the income and expenses with regard to Building A be segregated from the HOA monthly financial reports. Jess advised the BOD that he sent an e-mail to Kay Cheney to schedule a meeting to discuss this issue as well as other revisions to the monthly financial reports.
- Lauren reiterated the question from the January BOD meeting regarding the discrepancy between the two A/R reports, dated 12/23/13 and 12/31/13, respectively. Discussion was held and it was acknowledged that the 2014 YTD financials corrected the discrepancy.
- Linda noted that Line 299 on the Balance Sheet represents the excess of \$21,646.76 from 2013 and will be transferred to the Reserve Fund per the motion which passed at the 2013 annual meeting.
- All owners who are delinquent for the railing assessment have been sent to the HOA attorney for collection. The owners of Unit A201 have until 2/18/14 to pay their railing assessment. The owners were pursuing an insurance claim to pay for their railing but their deadline is 2/18/14 or they will be sent to collections.
- Jess explained to the ownership regarding the new collection policy for Colorado and the corresponding recommendation by the HOA attorney. Colorado Statute HB1276 supercedes the prior HOA governing documents. Jess explained the new regulations stipulate that the annual assessments will be billed quarterly with monthly payments due on the 1st of each month within the quarter. Assessments not paid in full within 10 days of the 1st of each month will be considered past due. Discussion was held regarding whether or not to change the ability of owners to pay monthly. The BOD decided to continue to allow monthly payments; however, Linda will follow-up with the HOA attorney. Discussion was held regarding how to communicate this change to the ownership. Linda will post information regarding the revision of the dues collection policy on the HOA website; will send a mailing and an e-mail blast to the ownership. The effective date for the new

dues policy will be the third quarter covering July through September 2014. Gina will work with Linda on the notice language to be included on the future billing statements.

Gina made a motion to approve the 2014 YTD financials. Matt seconded the motion. Motion carried unanimously.

Old Business

- **H102 Railing Assessment.** Janet asked for clarification regarding the communications that were sent to the Owners of H102. Linda explained that all owners received the same communications. Based on the recommendation from the HOA attorney, Scott made a motion that the Owners of H102 are required to pay the outstanding amount in full. Lauren seconded the motion. Motion carried. All in favor: 5:0. Janet abstained.
- **Action Items.** Lauren reviewed the action items from the January BOD meeting. Discussion was held regarding the completed and open items and due dates were amended as needed.

New Business

- **Land Design/Irrigation Agreement.** Discussion was held regarding the proposed land design agreement submitted by Ceres Landscape Architects. Janet questioned what documentation the HOA was required to provide to Ceres. Linda agreed to provide the current site plans to Ceres on February 18, 2014 and will confirm with Ceres that those site plans will satisfy the requirements in Section IV, Subsection 1 (a) 1-3 of the proposed agreement. Janet and Scott jointly made a motion to approve the proposed land design agreement provided that any change orders in excess of \$500 would require prior approval by the BOD. Matt seconded the motion. Motion carried unanimously.
- **Funding of Land Design/Irrigation Construction.** Jess advised that a Land Design Committee was formed who will review the funding options for the land design project as a part of their overall mission.
- **Re-evaluating timeline for capital projects.** Linda advised that further discussion is required regarding the timing of certain items on the Capital Improvement Budget. Linda will provide further information regarding the items to be reviewed. Gina advised that a Capital Improvement Committee was formed which will review the current CIP as part of their overall mission.

- **Noise issues.** No further discussion was needed since this issue was addressed through the Open Owners Forum.
- **Executive Compensation.** The BOD advised Linda they reviewed the proposed extra hours she had submitted with regard to Building A fire. The BOD acknowledged their appreciation of Linda's efforts on behalf of themselves and the ownership. Matt made a motion to approve eighty (80) hours of additional compensation time for Linda with regard to the Building A fire. Jess seconded the motion. Motion carried unanimously.

Motion to Adjoin Meeting

Gina made motion to adjoin the meeting. Lauren seconded the motion. Motion carried unanimously. Meeting adjointed at 9:07 p.m.