

Minutes for the Board of Director's
Meeting of the Country Creek Patio Home Association

Monday, March 4, 2019 9:00 AM

1. Call to Order and Roll Call (Secretary)

- a. Board members present: John Moir, Jan Peterson, Joyce Kurt, Dan Colesworthy, Scott Nelson, Carole Johnson, Darrell Hamilton. Jerry Toft and Linda Roush and observed.

2. Review Agenda-Adopt/Amend

- a. Add CCPHA website to agenda
- b. Add Homeowner's Insurance item
- c. DC moved to adopt agenda with 2 additions. DH seconded. Vote taken. All approved.

3. Discussion and approval of Minutes from Last Meeting (February 21, 2019).

- a. JM – one item to adjust: 7.2.e.
 - i. Change sentence from: There is about \$13K remaining to pay back.
 - ii. Change sentence to: There is about \$13K left to fulfill and then reserve will be at target.
- b. CJ moved to adopt minutes from last meeting with suggested change. DC seconded. Vote taken. All approved last meeting's minutes with the change.

4. Members presentation to the Board

- a. There were no members to present.

5. Brief discussion and review of Financials (2/28/19)

- a. JM - Everything is straight forward. Nothing out of the ordinary. Business as usual.

6. Presentation & Discussion by Board Members

- a. Landscape Maintenance...Lawns, Trees and Shrubs (Dan Colesworthy)
 - i. DC – There were no Help Line sheets for the last 2 weeks. We are 50% higher with calls than this time last year. Most calls were about shrubs and lawns.
 - 1. CJ – debris left on the ground after shrub cutting is bad.
 - a. JP – need closer supervision over contractors?
 - b. JM – suggested Shane come to Board meetings just to report about Lawns, Trees and Shrubs. Then he can leave.
 - ii. DC –dealing with Help Line calls are additional to Shane's bid, including talking with him at our meetings.
 - 1. JM – Shane submits a separate bill for items not on his contract. We will continue this discussion at our next meeting, with Shane here.
- b. Facilities Report (Joyce Kurt)
 - i. Got the rope and a new flag for flag pole.
 - ii. Recovering the pool table: got a bid for around \$600.

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- iii. Will give keys to Community Center to CJ.
- iv. There are two rentals coming up: May & June. Have not received payment.
- v. JM – if Social Committee oversees Community Center rentals, should they get the money from rentals?
 - 1. JK – there are about 15 rentals a year.
 - 2. JM – Money from rentals is taxable income, at 30%.
 - a. *The deposit of \$200 should be made out to CCPHA*
 - b. *The payment of \$50 should be made out to the CCPHA Social Committee.*
 - 3. JM asked JK for a list of what Herb should be doing, regarding caring for the Community Center. JK said OK.
 - 4. JK – Oakey said there should be a better light on the flag. JM said he should look for a good solar light.
- c. Activities Director (Carole Johnson)
 - i. St. Patrick's Day Dinner is coming up.
 - ii. The Social Committee has an idea for April – Taco Night on April 4th.
- d. Covenants Ombudsman (Scott Nelson)
 - i. Nothing to report.
- e. Treasurer (Darrel Hamilton)
 - i. Nothing to report.
- f. Secretary (Jan Peterson)
 - i. The PHA is at 81% in compliance with providing Homeowner's Insurance. The new system is working well. The email address (ccphainsurance@gmail) is working well, as is the receptacle in the Community Center.

7. New Business

- a. Discuss results of new members to the Board of Directors election.
 - i. A QUORUM:

“Quorum. The presence in person or by proxy of members holding one-third of the votes entitled to be cast shall constitute a quorum. Except as otherwise provided in the Declaration, the Colorado Common Interest Ownership Act (the "Act") or these Bylaws, an affirmative vote of a majority of the Members present, either in person or by proxy, shall be required to transact the business of the meeting”. (excerpt from CCPHA By-laws)

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- ii. On the date of this meeting there were 176 units. One third of the units would equal 58.6.
 - 1. There was a Quorum to vote for new Board Members
 - iii. The following is a record of the votes cast for new Board Members:
 - Darrell Hamilton – 61 votes
 - Dan Colesworthy – 60 votes
 - Jerry Toft – 61 votes
 - Linda Roush – 60 votes
 - iv. JK suggested that in the future, one Board member and one resident count the votes.
- b. Review new CDs for CCPHA Reserve accounts
- i. JM reported:
 - 1. \$50K in a 1 year CD @ 2.5%
 - 2. \$100K in a 2 year CD @ 2.6%
 - 3. \$100K in a 3 year CD @ 2.75%
 - ii. As other of CCPHA outside CDs mature, they will be invested into 3 year CDs with Edward Jones.
 - iii. JM – discussions will come up each time a CD matures and what our financial estimate is regarding for how many years to make the CD.
 - iv. JM – Things are moving in the direction the board wanted with regard to laddering the maturity of the CDs.
- c. Remaining CDs
- i. Alpine Bank \$18,860 Matures 8/19
 - ii. Grand Valley Bank \$89,503 Matures 9/2020
- d. Discuss results of Budget vote and implementation of new Budget
- i. JP – Great idea to have a resident meeting prior to the annual budget vote. Many questions were clarified and residents came away with a better understanding of the budget.
- e. Introduce and discuss the new Budget format in order to more clearly track the monthly spending to the adopted budget.
- i. JM – the new budget format will take a couple of months via trial and error until we get it the way we want it.
 - ii. A consolidated form of the budget will be published to Association members.
 - iii. Shane should be purchasing tools under his own contract, not the PHA's. He should be using his own equipment. We should store PHA equipment upstairs in the storage/pump house.

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- f. Discussion regarding the replacement of Treadmill in the exercise room. Used commercial treadmill cost \$1,150 and a used Elliptical Machine is \$1,500. Bike will be repaired once the part arrives.
 - i. JM – Herb Wells has contacted a repairman for equipment.
 - ii. Cable for the bike has been ordered
 - iii. The stationary bike is in decent working order.
 - iv. Motor on one treadmill is almost shot. Commercial grade treadmills are available. The repairman will maintain them if we buy them. What aerobic equipment do we want?
 - 1. JP will put a questionnaire on Nextdoor asking residents what combination they prefer: 1 treadmill & one elliptical, 2 treadmills, or 2 ellipticals.
 - v. JK suggested we should eventually change over to all commercial grade exercise equipment.
 - vi. Concern arose for electrical problems and spiking of power. These commercial pieces have a “soft start” that avoids this kind of problem.
- g. New Board members to begin serving April 1, 2019:
 - i. Jerry Toft (Treasurer)
 - ii. Darrel Hamilton (Landscape)
 - iii. Dan Colesworthy (Landscape)
 - iv. Linda Roush (Ombudsman)
- h. Board member's continued discussion of expectations/responsibilities for a new VACC management entity.
 - i. JT would like to review notes of what we have already discussed.
 - 1. JP will put together this info and get it out to Board members.
 - ii. JM will review list and add to it what he does as President of the Board.
 - iii. JT – how do we get volunteers? Do we have a “safety net”?
- i. CCPHA website costs \$300, 4 year subscription for the domain name.
 - i. Some websites are a flat \$30-\$40/month
 - ii. Some websites charge on how often changes are made.
 - iii. JM will talk with Don Stone to get more info.
- j. Homeowner's proof of insurance and how to deal with those who are not in compliance.
 - i. Wait until April to decide on how to deal with those who are not in compliance.
- k. Date for next Board Meeting: 4-8-19**

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8. Actions taken by the Board

- a. When Community Center is rented, renters should make two checks out: Deposit of \$200 pay to the order of CCPHA; Rental fee pay to the order of CCPHA Social Committee.
- b. A survey will be put to residents on Nextdoor to show their preference on what aerobic equipment they would like to see in the Exercise Room.

9. Adjournment at 11:30 a.m.

Respectfully submitted, Jan Peterson, CCPHA Secretary