

PRSV Homeowners Association
Open Session Board Meeting Minutes

592 Preserve Lane, Grand Junction, CO 81507

April 12, 2011, 4:30 p.m.

Board Members in Attendance:

Lauri Blanchard
Michael Black
Melissa Jones
Kim Saad

Board Member Absent:

Jayne Gergely

Bray Property Management in Attendance:

Joe A. Mazza

I. Call to Order:

The meeting was called to order at 4:30 p.m. by the Board President.

II. Introductions:

Management introduced himself to the Board of Directors. The Board President informed Management that Anna Rickenbach had resigned as secretary of the Association.

III. Management Update

Management reviewed a management in-house form called a Property Detail Form with the Board to answer questions in the Property Detail Form. Management also gave an overview as to how management operates as well as information concerning the day to day operations of the Association by management.

IV. Review of Minutes

The minutes from the November 2010 meeting were not available at this time. Once the minutes are received they will be placed on the agenda of the next meeting, which is schedule for October 11, 2011, to be considered for approval.

V. Treasurer's Report

Currently there are no financials prepared by Bray Property Management that are available for the Board to review. Two Board members requested that they receive financials. March financials will be sent to the Board President Lauri Blanchard and Melissa Jones, Treasurer once they have been prepared.

VI. Secretary/Treasurer Consolidation

Resolution: To approve to have Melissa Jones be the Secretary/Treasurer until the next election which will be held in February 2012.

Motion: Blanchard

Second: Saad

The motion carried unanimously.

VII. 2011 Budget

The Board asked a few questions concerning budgeting and management stated that he would prepare a 2012 Budget around November 2011 and will submit it to the Board for approval prior to mailing to the membership.

VIII. Quorum Requirements

Management discussed with the membership that their quorum requirements for the annual meeting is 5/7 (five-sevenths) of the total number of units represented in the Association. Management believes that the quorum requirements are too high and could hinder the Associations ability to meet quorum for the Annual Meetings. Currently most Associations in the Grand Junction area, the quorum requirements are either 10-20%. Very few Associations have quorum requirements that require a majority of the membership.

Resolution: To have management contact the attorney Andrew Teske of Hoskin, Farina and Kampf to look at the Bylaws and draw up a proxy to be mailed to the membership to change the quorum requirements from 5/7 (five-sevenths) of the membership to 20% of the membership. The proxy will be mailed to the membership and will be discussed at the October 11, 2011 Open Session Meeting.

Motion: Black

Second: Saad

The motion carried unanimously.

IX. Architectural Report

Currently there is no Architectural update from Ronda Hummel, community chairman for the Architectural Committee.

X. Preserve Lane Maintenance Report

The Board informed management that no landscaper has been hired to start-up the irrigation system and maintain the landscaping in the common area of the

Association. Management was directed by the Board of Directors to contact Board Member Jayme Gergely to discuss who to contact concerning obtaining landscape bids. It is believed that management should consider contacting Grand Mesa Landscape and possible the snow removal company, JT's Lawn Service. Management is to obtain bids with the following stipulations, that the landscaping is to be cleared 3-5 feet around fire hydrants, and that both sides of the road should be cleared a minimum of 3 feet of all brush. Also any overhanging branches of trees shall be removed so that there is a clearance of at least 3 feet from the edge of the roadway. There is irrigation on both sides of the road and as well as at the end of the cul-de-sac that need to be periodically checked for proper operation.

XI. Old Business/Annual Meeting

There is no information to be discussed at this meeting concerning the 2010 Annual Meeting.

XII. New Business

A. Bray Property Management- Joe A. Mazza.

Mr. Mazza stated that he communicates with the Board primarily by email and has a policy of returning emails of the same day, usually if received in the morning hours and the same applies with telephone calls. Calls and emails received in late afternoon should have responses received by the following day. If a response is not received the Board should contact management to find out why there was no reply, in case there was issue with email.

Questions were asked by the Board as to how management handles delinquencies as well as violations. Management gave a recap that Intent to Lien and Lien letters will be sent by management to delinquent owners. The Board will only need to sign lien letters once they have been received from an attorney. Management plans to use Andrew Teske Attorney from the law firm of Hoskin, Farina and Kampf to file liens.

B. Board Questions

A couple of Board Members stated they have boxes of material of Association documents that they have received from prior Board Members. Management stated a number of documents such as, taxes should be kept for seven years. Minutes should be kept indefinitely, and a minute book should be set up if one hasn't been already. Management said he would be glad to pick up the documents and store them at Bray Property Management, 637 North Avenue.

XIII. Next Meeting

The next meeting will be held Tuesday, October 11, 2011 at 4:30 p.m. at 592 Preserve Lane.

XIV. Adjournment

There being no further business to come before the Board of Directors and management, the meeting was adjourned at 6:08 p.m.

SIGNATURE

DATE