

**Village at Monument HOA  
HOA Board Meeting  
Tri-Lakes Chamber of Commerce Conference Room  
Monument, CO 80132  
January 24, 2019**

**MEETING OPENING:** Meeting called to order at 6:00 PM by President Savage.

**MEETING NOTIFICATION:** Notice posted on HOA news email and on website.

**ROLL CALL**

- Board members in attendance: Phil Savage, Paul Baerman, Carolyn Ihrig, John Williams, Joseph Rubinstein and Jim Fitzpatrick. Daryl Richmond was excused.
- Other HOA members in attendance: Joanna Anaradian, Laura Kronick, Erby Youngblood, and Janet Savage.

**READING OF MINUTES:** Minutes of December 27, 2018 minutes were not read, Paul Baerman moved minutes be accepted as is, seconded by John Williams and unanimously approved by the Board.

**REPORTS/DISCUSSION**

**Deck Repair:** There was open discussion of deck repair issues and wording of a policy addition to the Maintenance Policies and Procedures text to accommodate repair, remuneration, and cost sharing of the project should an Owner request additional work and/or upgrade of materials, e.g., plastic wood slabs in lieu of replacement wooden slabs. President Savage moved the new policy be accepted, seconded by Joe Rubinstein and unanimously approved by the Board. The Board secretary will incorporate the new approved policy into the Maintenance Policies and Procedures (see policy amended to these minutes).

**Cost Sharing of Deck Repairs at 16910 Buffalo Valley Path:** Based on the above, Joanna Anaradian presented deck repair bids (copy to be sent to the Board) and Paul Baerman moved the requested shared cost of \$2,225 be accepted and paid, seconded by Jim Fitzpatrick and unanimously approved by the Board. Later discussion recommended inspection of west-side decks as part of the spring neighborhood walks and possibly more frequent inspections if necessary.

**Draft Maintenance Rule:** Work by Paul Baerman and Jim Fitzpatrick on the draft Maintenance Rule will be presented at the next board meeting. Paul wants to ensure the draft Maintenance Rule is fully integrated with the Declaration of Covenants and the Annexation Amendment for the east side.

**Gutter Cleaning:** President Savage presented the results of three bids to clean the gutters on the west side, one each from Intrawest Seamless, Inc.; Russell Williams Home Services, and Advanced Window Cleaning. After discussion, Carolyn Ihrig moved the bid by Intrawest Seamless be accepted in the amount of \$780 for the west side, seconded by Jim Fitzpatrick and unanimously approved by the Board. It was noted that east-side residents can contact Intrawest Seamless at 719-570-1800 and have their gutters cleaned for \$65/unit if done at the same time. This information will be publicized in the next Village email news update.

**Snow Removal:** Jim Fitzpatrick updated the Board on the latest snow removal issues. Discussion ensued and Paul Baerman will send Jim a map of snow removal priority on the west side. Paul will also place an item in the next Village email news update explaining what factors are considered in the timing of snow removal operations to promote resident understanding. Paul will also research the effect of the product Ice Melt on concrete and Jim will consult with the contractor Metco as to its cost if added to the snow removal contract.

**Landscaping Bids:** Carolyn Ihrig will obtain landscaping bids from the current contractor and others prior to the end of March.

**Treasurer:** Carolyn Ihrig, in place of Treasurer Richmond, discussed on-going edits to Financial Policies and Procedures first presented in 2010 and considered at the December 27, 2018 Board meeting. She explained that a review of Financial Policies and Procedures continues but requested that Section I.1 endorsing the Cash Basis Accounting be approved immediately for use in this fiscal year. Jim Fitzpatrick so moved, was seconded by Paul Baerman and the motion was approved unanimously by the Board. After brief review of the incomplete monthly balance sheet and Profit and Loss Budget Performance (the report period is not ended) Joe also requested that the budget and spending be illustrated in a pie chart for easier understanding by the HOA. Carolyn will ensure this action will be accomplished.

**Lawsuit Status:** President Savage stated a court date has not been set and that court-mandated mediation will occur first.

**Concrete Situation:** The HOA concrete situation, i.e., voids, will be assessed in the spring by our concrete company.

**By Laws Edits:** Articles IV and VII will be edited by the HOA Secretary, as moved by President Savage, seconded by Carolyn Ihrig, and approved unanimously by the Board as follows:

- Article IV, Board of Directors: Replace the word “telegraph” with “email.”
- Article VII, Amendments: Update the phrase “...Colorado law, the Declaration or the Articles of Incorporation” to read “...Colorado law, the Declaration, the Annexation Amendment or the Articles of Incorporation.”

**February Meeting Date Change:** Joe Rubinstein moved the February quarterly Board meeting be moved from February 14 to February 21 to accommodate Valentine’s Day, seconded by Jim Fitzpatrick and unanimously approved by the Board.

**Executive Session:** At 7:05 PM President Savage moved the Board should commence Executive Session. Carolyn Ihrig seconded and the motion passed unanimously. In Executive Session the Board further discussed the lawsuit against the Board and those owners in arrears with dues payments. The Board moved out of Executive Session at 7:30PM.

## **ADJOURNMENT**

Paul Baerman moved that the meeting be adjourned, seconded by John Williams. The Board unanimously approved and the meeting was adjourned at 7:31PM.

Submitted by: Paul Baerman, HOA Secretary, January 25, 2019.

## **Maintenance Policies and Procedures Addition**

### *Deck Repair*

*If a west side wooden deck needs safety repairs which would normally be borne by the HOA, i.e., joist or header repair/replacement, rail repair, etc., and the Owner desires to replace, upgrade, or modify the deck with additional work and would like to share the cost with the HOA, the HOA will do the following:*

- 1. The HOA will obtain three reasonable bids from licensed contractors for the safety related work for which the HOA would be responsible. If bids on a similar deck have been obtained in the prior 12 months, the HOA is permitted to leverage those bids.*
- 2. The HOA will contribute the amount of the reasonable and customary bid toward the work on the deck. The Owner will be responsible for the remaining costs of the work and arranging for the contractor to do the entire project.*
- 3. The HOA will have no further responsibility for the deck project other than approval of the design by the Architectural Committee.*