

**Northmoor Acres Homeowners Association
Board of Directors Meeting
May 19, 2016**

Meeting held at Berthoud Community Center

Board Members Present: Directors Coulson, Gardner, Hersch, MacFarlane, Rieke, Ruof, Rutt and Sprague.

Board Members Absent: Director McCollum

Meeting came to order at 7:09 p.m.

Meeting chaired by Board President Ruof

Approval of Agenda: The agenda was reviewed and amended. It was moved, seconded and motion carried to approve the agenda as amended.

New Business:

Status of Homeowner at 20204 Cactus Drive response: Director MacFarlane did analysis of value of oil and gas attributable to each lot with different scenarios. There was discussion. Motion made that the Board should ask Homeowner for a copy of the oil and gas lease. It was seconded and motion carried. Discussion held regarding content for letter to be drafted to Homeowner at 20204 Cactus Drive.

Director Email Communication: There was discussion regarding the fact that some Directors are not responding to email: There was discussion regarding Board email addresses and response timing.

Status of Assessment Refunds: Director Coulson passed out her analysis of the refund amount. Discussed letter to homeowners to go with refund check and method to determine the owner of the property.

Governing Document Review: Discussion re law firm to rewrite governing documents. Northmoor has received two estimates for rewriting the governing documents – HindmanSanchez and the Orten firm in Denver who is the most expensive. Discussion regarding timing to start working with one of the legal firms. Northmoor used HindmanSanchez to answer a question. Director Coulson thinks this firm did not answer the question that was asked. There was discussion. Director Coulson will discuss the problem with her contact at the HindmanSanchez firm and report to the Board.

Redacting Homeowner Names From Minutes. Discussion re redacting homeowner names from minutes: Director Gardner pointed out that Board meetings are open. Director Coulson discussed input from attorneys. President Ruof will send out recent information from CAI regarding the topic. This will be tabled and Board will review information and discuss at a future meeting.

Director Terms: Discussion of possible new process to make Director terms match the fiscal year. Election will be held and directors elected at annual meeting but would not take office and the actual turnover will not take place until the new fiscal year. Discussion. This will not be changed.

Move Oil and Gas Funds to Interest Bearing Savings Account. Discussion regarding moving oil and gas funds from a checking account with an interest rate of .05% to a business flexible savings account where interest is .25%. There is a 12 month lock with 2 withdrawals per month. There is approximately \$140,000 currently on deposit. It was moved, seconded and motion carried to move the money to a higher interest account and close the oil & gas checking account.

Records Retention: We need to be in compliance with Colorado State law. Discussion regarding what is necessary to get records digitized and stored properly. Discussed renting a storage space or putting a building on the greenbelt.

Status of CPA /Administrative Assistant. Discussion regarding duties of Treasurer, CPA and how Treasurer interacts with CPA. Directors Coulson and Gardner interviewed 2 CPAs. The estimate for services from 1 was \$2,000 for the year and 1 charged roughly \$50 per month and up to \$1,000 per year. Discussion. It was moved, seconded and motion carried to authorize Directors Coulson and Gardner to have further discussions with Barry Zaiger regarding representation of Northmoor as CPA as long as he charges \$1,500 per year or less and to ask if he is licensed and ask for references. President Ruof will discuss the change with our current bookkeeper Jim Russo. Russo would be paid for his service through June, 2016.

Reserve Account. It was moved, seconded and motion carried to approve Director Coulson to take \$5,951.08 from checking and combine it with \$4,048.92 from recent CD and open a \$10,000 CD which will be Northmoor's reserve account.

Director Designations and Responsibilities. Tabled.

Homeowner at 20608 Cholla Court suggestion re annual cleanup day dumpsters. The Board discussed problems in the past with community dumpsters and decided not to pursue this at this time. Director Gardner will discuss with Homeowner.

Reports:

Treasurers Report: Review and discussion of the current Board report. It was moved, seconded and motion carried to approve February and March Board reports as given and April contingent upon satisfactory explanation to Director Coulson regarding her questions. Deposit \$40 for closing of 5299 Ocotillo.

Bills:

Deb Coulson (Education – \$10 Stamps, \$18.80	
Office \$12.20)	\$41.00
Farmer's Extension Ditch Fees	\$2,860.00
HindmanSanchez	\$155.00
David Straka (Balance Due Tax Preparation)	\$100.00
ISH Reservoir Company (water assessments)	\$1,540.00

Supply Ditch Company (water assessments)	<u>\$800.00</u>
TOTAL	\$5,496.00

Question regarding Royal Disposal bill timing. Treasurer Rieke will call Royal Disposal.

Property Maintenance Committee.

Director Gardner reported. The committee wants to spray along roadside in the entire subdivision for goat head weeds. Wants to spray about 4 feet into property. Moved, seconded and approved to give the Property Maintenance Committee up to \$300 for weed spraying and materials for a new ditch headgate. Discussed pulling the dirt ditches in 5 properties. This was previously approved and funds allocated. The committee will call for utility marking.

Perimeter Road Ditch Cleanup. A cleanup day is scheduled for May 21. Director Gardner will organize and lead the effort.

ACC Report. The report from ACC Secretary Stroud was included in the Board Packet sent to Directors one week before the Board meeting. Board members are to review the report.

Secretary's Report:

The minutes of the November and December, 2015 and January, 2016 meeting were previously circulated to the Board for approval. No Director responded. It was moved, seconded and approved and the minutes will be redacted and posted.

Technology Report. Tabled.

Ish Water. No free water

New Members Report. Tabled.

Old Business:

Pending letters. There was discussion.

- Homeowner at 5111 Yucca Court. Reply to Letter. A draft was passed out.
- Homeowner at 20957 Northmoor Drive. Property Condition. A draft of a letter was sent to Directors to review.
- Homeowner at 5411 Sage Court. A draft of a letter to Homeowner was circulated.
- It was moved, seconded and motion carried for President Ruof to send those letters.
- Homeowner at 20966 Northmoor Drive. A follow up letter to Homeowner. President Ruof will draft a follow up letter.
- Homeowner at 20059 Northmoor Drive (Ding). A letter was sent in October regarding weeds on the north. The board members are requested to look at the property and a decision will be made about a letter next month.

It was moved, seconded and motion carried to continue to have the meetings at the Berthoud Community Center.

Adjourned at 10:22 p.m.
Next meeting June 16, 2016.
NORTHMOOR HOMEOWNERS ASSOCIATION
By: Ginny Hersch, Secretary