

Northmoor Acres Homeowners Association
Board of Directors Meeting
November 17, 2016

The meeting was held at Berthoud Community Center at 248 Welch

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

Board Members Absent: Rutt.

Meeting came to order at 7:07 p.m.

Meeting chaired by Board President Ruof

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

New Business:

Activity Report.

- Received income tax refund from State of Colorado for \$1,194, deposited to checking account.
- Sent fine letters to 20957 Cactus Drive regarding unapproved fencing and 8 horses.
- Invoices sent to 20957 Northmoor Drive and 20204 Cactus Drive.
- Sent violation letter to 5378 Ocotillo Court for unapproved structure (canvas/vinyl shed).
- Letters of appreciation sent to 20503 Cactus Drive and 20727 Catclaw for compliance to rules after violation issues had been remedied. Matters closed.

Received note from Joe Waneka volunteering for Records Committee. Director Gardner stated that Linda Gardner was also interested.

Neteo: Reported that they are hoping to complete testing this weekend. Tower is installed. They plan to send notice to members in the next few weeks.

Hearing Process. Discussion regarding general process. Director Coulson has spoken to a contact in River Glen subdivision regarding how they schedule their hearings. Suggested setting time at the beginning of each board meeting in the event that a hearing is requested.

Hearing: Set for November 21, 2016 for 5144 Sage Court. Unapproved structure/shipping container placed on the property without ACC approval and remaining despite many requests for removal. Discussion regarding procedure for hearing; hearing panel will follow process in Enforcement Policy, addendum B. Discussion of possible conflicts of interest. President Ruof is able to run the hearing but will abstain from voting. President Ruof asked if anyone else had a conflict of interest and no other Board members did. Mike Prunsky and Scott Prunsky were

notified of the hearing time and location by letter and text as requested. Discussed quorum for the hearing.

Website Design and Maintenance.

Discussed two Proposals to update the Northmoor Website.

1. Radical Design. \$2,000. Monthly maintenance Fee of \$50. Annual fee \$125 per year for hosting/domain name renewal. Discussion.
2. Red Rocket. \$3,550. No service or fee listed for monthly maintenance in proposal. Annual fee of \$120 for hosting, no information given by company about domain name renewal. Discussion.
3. A third company has not gotten back with their proposal.

It was moved, seconded and motion carried to hire Radical Designs to design and manage our website beginning on December 1 (after two week delay to see if the Board has any additional questions). Director Coulson will call Radical Design tomorrow with a few questions. The Board discussed the stipulation in the contract to pay half (\$1,000) down as a deposit.

20204 Cactus Past Due Assessments. The Board sends an invoice every month regarding the past due assessment. We are in our third year of late fees. Discussed having a letter sent from attorney regarding payment of the 2014-2015 past due assessments. Current amount due \$405. It was moved, seconded and motion carried to ask attorney Fickel to send a demand letter regarding the past due assessments after checking on legal fee. The legal fee range may be \$25 to \$30. Five in favor, 2 opposed. Discussion regarding sending the lien to a collection agency. Director Sprague will contact collection agencies for information and report back next month.

Treasurer's Report

October Board Report. It was moved, seconded and motion carried to approve the report.

Bills:

| | |
|---|-------------------|
| Barry Zaiger, CPA – financial and administrative Support | \$60.00 |
| Deb Coulson – Postage for newsletter | \$56.40 |
| Jim Russo – Webmaster (thru Feb for webhosting) | \$125.88 |
| Berthoud Fire Protection District - Professional Fees HOA – Meeting location HOA Business | \$200.00 |
| Bruce Fickel – Professional Fees HOA | \$24.00 |
| Radical Design (website design deposit) | \$1,000.00 |
| Colorado State Income Tax (due 12/15) | <u>\$1,360.00</u> |
| TOTAL | \$2,826.28 |

It was moved, seconded and motion carried to pay the bills.

Business Flexible Checking Account.

Board discussed breaking up the account into multiple CDs with different maturity dates into a CD ladder for the purpose of increasing interest. Discussion regarding suggestion that all be set up with 6 month terms and then stagger them as they come due. It was moved, seconded and

approved that \$200,000 will be taken out of Business Flexible Checking. Director Coulson will open 4 CDs, 2 for a 6 month term and 2 for a 1 year term.

OLD BUSINESS

Covenant Violations:

- 20957 Northmoor Drive. Unapproved fencing and 8 horses. Discussion regarding status of legal follow-up.
- 5378 Ocotillo Court. Canvas Structure. Violation continues. Next violation letter to be sent 11/21/2016 notifying of right to hearing with a copy of the fine schedule.
- 20336 Northmoor Drive. 3 Horses. Violation continues. Next violation letter to be sent 11/18/2016 notifying of right to hearing with a copy of the fine schedule.
 - Board discussed hearing schedules to match the Board meeting dates. Moved, seconded and motion carried to send the letters to 5378 Ocotillo Court and 20336 Northmoor Drive with January 19, 2017 hearing dates.

Secretary's Report:

October minutes were sent out by email for approval. It was moved, seconded and motion carried to approve the October Minutes as amended.

Governing Document Committee. Director Coulson reported. The committee is working on the HindmanSanchez questionnaire. The committee is having trouble getting all members at the meetings. There was discussion. Over the holidays, many people are busy or not available. Director Coulson suggested that meetings be held at specific days/times and will work with those that can participate. Director Coulson is planning to set a meeting every Tuesday in January.

Property Maintenance:

- Cost of Water for Greenbelt Trees. Director Gardner will contact Mitch Cheek to see how much we owe.
- Dirt Ditch Cleanup. There is a pile of dirt in the County Road right of way. Director McCollum will pick up the dirt.

ACC Report. ACC Secretary Stroud sent a report for Board review. It was moved, seconded and motion carried to approve the ACC Report for November.

Adjourned at 9:18 p.m.

Next meeting December 15, 2016.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Ginny Hersch, Secretary