

Northmoor Acres Homeowners Association
Board of Directors Meeting
September 10, 2014

Meeting held at Director Martin's home.

Board Members Present: Directors Eldenburg, Martin, Rieke, Ruof, Skeldum and Stroud.
Board Members Absent: Coulson, Hersch, and Schnitzler.

Meeting chaired by Board President Ruof
Meeting came to order at 7:14 p.m.

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

Reports:

Treasurer's Report for period ending August 31, 2014:

- Treasurer Skeldum moved money to savings.
- Treasurer Skeldum will have the bank issue a stop payment on check 2675, issued 5/8/14 to Homeowner A for overpayment of 2013-2014 assessments. The \$47 will be applied against 2014-2015 assessments.
- Certified letters to members for late assessments (Homeowner B and Homeowner C) and communication regarding ACC issues to Homeowner D were returned by the Post Office. They were not picked up.
- We are still waiting for a final June 30, 2014 corrected Year End Report for delivery to HOA accountant for tax preparation. An extension may need to be filed.
- A \$210 check was issued to Homeowner E as a refund for a duplicate payment of the annual assessments due to the property being sold. This will be reflected totally within the Income section of the Budget report and not within bills.
- The Treasurer's report for August was presented. We are asking Board members to review these over the next week and comment/approve via email.

Bills – Sept 2014

• Attorney Bruce Fickel payment on account	\$500.00
• Jim Russo – webhosting	\$ 14.97
• Jim Russo – bookkeeping & webmaster	\$180.00
• Joanne Stroud – ACC Secretary	\$ 90.00
• Cindy Eldenburg - Lenovo Laptop	\$450.04
• Cindy Eldenburg – Quickbooks software	\$177.56
• Deb Coulson – Neighborhood Committee (Picnic)	\$105.32
• Sabrina Schnitzler – neighborhood committee	<u>\$ 37.15</u>
Total	\$1555.04

Moved to pay the bills, seconded and approved.

Assessment Report: All homeowners have paid last year's 2013/2014 assessments. There are 10 members who have not yet paid the 2014/2015 annual assessments. A monthly invoice will be sent showing late fees being accrued.

Secretary's Report. The secretary's report for July and August was sent via email. Board members sent comments/corrections. Will approve final version via email.

To Do List. A discussion was held about keeping a 'to-do' list during the Board Meeting and circulating after. Determined the keeper of the list will rotate each month, but not be the Secretary. Director Rieke volunteered to keep the list for the September meeting. Items marked as 'to-do' and by whom will be circulated after the meeting via email.

Technology Report: QuickBooks accounting software package was purchased along with a new laptop. Director Eldenburg will set up the laptop and install QuickBooks. Director Eldenburg will work with our bookkeeper, Jim Russo, to export data from our current Quicken software for import to QuickBooks. Treasurer Skeldum will provide Director Eldenburg with a current list of member accounts for set up within the software.

Architectural Control Committee: The ACC met this month to continue their review of the current Policy and Procedure for the operation of the ACC and finalized an amended policy/procedure for consideration by the Board. It was requested that the Amended ACC Policy and Procedure be reviewed during this next month and the Board be ready to discuss the changes during the October Board Meeting. The ACC and Director Stroud will also be working on new forms to support the new Policy and Procedures.

It was discussed that the 2002 amendment to the ACC procedure of 1985 needed to be revised to reflect current practice. The ACC has not been requiring homeowners to get written input from neighbors for many years about proposed structures. Instead an ACC member makes verbal contact, which decreases the likelihood of conflicts between close neighbors and decreases the impression that neighbors have to "agree" for projects to be approved.

Property Maintenance Report: Director Rieke stated the reported dead trees are still in place in the greenbelt. The green belt trees have been sprayed twice this year for Pine Beetle damage prevention. The greenbelt was mowed this summer, but the cuttings have not been gathered as yet. Director Rieke will inquire if the cuttings will be gathered, baled, and removed and if so get a time frame of work.

Director Rieke will obtain bids for the interior, on Northmoor easement property, dirt ditch maintenance. If and when bids are received and the Board of Directors approves the cost, the affected homeowners will be notified and work times will be scheduled.

Weld County Works Dept. was scheduled to inspect and reestablish the dirt ditch access located on Weld County easement located between County Road 42 and where it enters Northmoor at a homeowner's fence line last September, but last year's flooding necessitated removal from their schedule. Director Rieke will again contact Weld County to see if they can reschedule.

Neighborhood Committee: The annual picnic was held August 30th. Turn out was good with new neighbors but many others were out of town for the Labor Day weekend.

The Farmer's Market is scheduled for this Saturday. The time has moved an hour later in hopes of getting greater attendance. It will be held at 9:00am rather than 8:00am on Saturday. A

question was raised about having a “Fall Clean-up” day. Do we need one? There was discussion but no conclusion.

Committees:

Discussed having mission statements or clear goals for committees. There was some confusion over the goal of the water committee. A clear mission would help resolve any confusion.

Current Committee meetings are scheduled as follows:

Oil and Gas – Tuesday 9/16 at 7:00 pm at Director Coulson’s home.

Water Analysis – Saturday 9/20 at 3:00 pm at Director Coulson’s home.

Governing Document Committee Tuesday 9/23 at 7:00 pm at Director Coulson’s home.

New Members Report. There is a new owner in the Curtiss Property, Homeowner F. Director Stroud has met him and his fiancé. The McDonald property sold in July to Homeowner G. Director Stroud met them as well.

There is an offer on Homeowner H’s home, but no word of new owners yet.

Old Business:

- The safety deposit box was audited by Director Hersch and President Ruof. The Safety Deposit list will be updated accordingly.
- Discussed moving records out of President Ruof’s house/garage. Director Eldenburg will find out the cost of scanning and indexing the records.
- President Ruof will send the Enforcement Policy and Horse Policy out this month.
- Animal equivalency policy – the policy was sent out via email by Director Stroud prior to the Board meeting and was discussed during the meeting. The Board agreed to expand the policy to include ‘poultry’ and set numbers to 12 for large poultry like turkeys and geese and 25 for chickens. Director Stroud will make amendments and circulate for review.
- Homeowner I horse letter and other draft letters will be further edited by President Ruof.
- Homeowner J property lot did look better for a while, but needs mowing. Director Stroud had a conversation with the Johnstown Fire Department about the safety and appropriateness of the overhead gas tank on the property. It does not appear to be against code but could be a safety concern that we, as the HOA, might want to discuss with them.
- President Ruof held a conversation with Homeowner A regarding her email which requested a conversation with the President.

New Business:

- Royal Trash guidelines were clarified by the owner of Royal Trash. President Ruof will discuss their procedures with them.
- The ACC reported an unsightly fence that borders the green belt (in disrepair) at the Homeowner K home. They requested the Board consider sending a letter to the Homeowner K requesting repair, replacement, or removal of the fence. Board members will look at the fence and review our policy.

Meeting adjourned at 9:30PM

NORTHMOOR ACRES BOARD OF DIRECTORS

Cindy Eldenburg