

**Notice:**  
March Executive Board (Board of Directors) Meeting  
MISSION VIEJO HOMEOWNERS' ASSOCIATION, INC.

The next executive board meeting will be held at Holy Love Lutheran Church,  
4210 South Chambers Road  
Aurora, CO 80014  
March 8, 2016  
**6:30 PM – 8:00 PM**

Agenda:

Please see the Mission Viejo HOA Web site for any last minute additions or changes at:  
<http://missionviejohoa.org/agenda.html>

1. Call to Order, Establishment of quorum – 6:35pm attended by Alan, Tom, Erika, Ini, and Andrew
2. Open Members' Forum (15 minutes) (if requested) – one resident in attendance
3. Approval of Minutes: February 2016 Meeting – Motion to approve: Tom; 2<sup>nd</sup> Erika; passed unanimously
4. Review of Financial Matters – Held over until Financial Review is complete.
  - a. Financials presented for December, January, and February.
  - b. Statement balances match reconciliation reports.
  - c. Motion to accept financials: Erika; 2<sup>nd</sup> Tom; passes unanimously
5. Committee Reports (Welcome, Garden Club, July 4<sup>th</sup>, Business Liaison & others)
  - a. Welcome Committee: Working to get committee all documents needed.
  - b. 4<sup>th</sup> of July: Tom to reach out to see if a volunteer will head up the 4<sup>th</sup> of July committee.
  - c. Business Liaison: Andrew to take charge.
6. Unfinished Business:
  - a. Volunteer Party Review
    1. Spent less than last year.
    2. Several attending did not RSVP. We will have to limit the amount of food we are able to offer to those who attend without RSVP'ing to ensure the people who did RSVP get their food.
    3. Next year to limit the pizza selections.
    4. Agreed since venue is free to reserve, it has a good location, and we can save money by bringing in our own food, it is a good location to have the party and we will continue to have it at Dry Dock in 2017.
  - b. Grant Application with City of Aurora (Due March,31 2016 up to \$5K)
    1. Alan to ask the city if they would be willing to bring a chipper for juniper bushes along Chambers (the next route proposing for the Grant)
7. New Business:
  - a. Tax Preparation and Financial Review (Informational)
    1. Tax information to be sent to Accountant next week.
  - b. BBB Renewal
    1. Receive 10 hours of free arbitration
    2. We currently have 2-20 people per month who pull us up on BBB site.
    3. Currently A+ rated

4. Torch Award: Given to businesses that are most innovative in their area. We can be nominated by someone in the community.
5. Everyone on board agreed it was worth renewing our BBB membership.

c. D&O / Liability Insurance – Informational

1. 4<sup>th</sup> of July was the only event we get event insurance.
2. Looking into the cost of event insurance for the Beautification Grant work or to have volunteers sign a waiver.

d. Planning for July 4th Picnic

1. To look into food donations and bouncy houses again.

e. Planning for Music in the Park

1. Board to start thinking about music genres.

f. Welcome Committee Bags

1. Original bags we ordered were delivered the incorrect size. The vendor will give us the correct sized bags at cost, no shipping, and we keep the incorrect sized bags. We will have 500 bags total. All board members agreed this is a good option.

8. Newsletter approvals

9. City of Aurora Project Plan Reviews – None

10. Announcements/End of Regular Meeting / Next meeting is April 12, 2016 - Motion to adjourn meeting at 8:00pm - Tom; 2nd Ini; passes unanimously

11. Closed door discussion regarding reported covenant violation. Violation assigned 201601.

The Mission Viejo Board of Directors reserves the right to conduct closed-door executive sessions. This action is authorized under the Board of Directors Policy on the Conduct of Meetings\* – (b) consultation with legal counsel concerning disputes that are the subject of pending or imminent court proceedings or matters that are privileged or confidential between attorney and client (e) any matter the disclosure of which would constitute an unwarranted invasion of individual privacy; (f) review of or discussion relating to any written or oral communication from legal counsel.

\*From Mission Viejo Homeowners' Association Inc. Policy Regarding Conduct of Meetings adopted April 20, 2011