

Meeting Minutes

December Executive Board (Board of Directors) Meeting
Mission Viejo Homeowners' Association, Inc.

The next executive board meeting was held at Holy Love Lutheran Church,
4210 South Chambers Road
Aurora, CO 80014
December 21, 2010

Guests: Bob Broom; Tom Evans; Jerry Kiefer; Shelby Lay; Dick & Dee Claus; Dave & Sharon Sunstrom; Joy Tabernacle Church members.

1. Call to Order at: 6:35p.m.; Board members present: Troy Haller, Ron Costa, Elaine Lay, Todd McMahon, Alan Engels, Jeremiah Banigan, Tricia Roush
2. Joy Tabernacle presentation: Elder Renfro (asst. Pastor): plans for the old Heartwood Recreation Center: they do want to keep some of the features open to the community as a Recreation Center, but the primary goal is as a Church. They hope to enhance and advance the neighborhood. Services 9:45 Sunday School; 11:00 Church, 2nd & 4th Sundays have an evening service, and Wednesday at 7:00. The congregation is 100+ on paper, regularly 35 to 50 come. They have made an offer and have some paper work to complete, have tentative closing date for mid-January. They have been at their current location for over 20 years. They would probably change the indoor pool room to be the sanctuary. Todd points out that changing the use will require Aurora City Planning Committee and Aurora City Council.
3. Open Members' Forum (15 minutes): Park – new gazebos don't have tables – Bob said he would find out what the deal was with the gazebos.
4. Approval of Minutes –Trish moved to accept minutes as presented, Elaine seconded, all in favor.
5. Review of Financial Matters – Deferred until 2nd of January because we need an end of the year balance that works with the bank statement so we can start out the new year with a new balance. It will be sent to board members and posted on the website on January 3, 2011. Board members will need to vote via e-mail to approve the financial report for December. We will check the website for the financials to make sure they are readable by users.
6. Committee Reports (Welcome, Landscape, Independence Day)
 - a) Welcome Committee – Two new homeowners to visit. Still trying to contact the rest of my committee to make plans for handling new residents next year.
 - b) Landscape Committee – Shelby Lay – gave a copy of the propose landscape budget for 2011. They have about 8 hours of meetings per person, plus additional hours talking to neighbors and getting estimates, etc. The top 6 priorities: Fencing, perimeter trees and brush maintenance, perimeter landscaping, weed control, snow and ice removal on shaded sidewalk areas, clean-up days. They may reprioritize the Clean-up Days to being the first, since fencing seems to be an unreasonable expense. For snow and ice removal, the risk to the HOA would be too high to do anything about.
 - c) Independence Day – Todd got a note from Lori Underwood – asking to putting out a call for a volunteer in the January newsletter and January meeting. Elaine Forkes has money and other materials to return to the HOA or next committee chair. Troy Haller said he would be willing to coordinate the planning and such for Independence Day celebration, and then Ron Costas would help. We usually spend about \$2500 out of the HOA funds to cover the insurance and other things.
7. Topics
 - a) Holiday Hay Ride Event – Information – About 100 people attended. There were 3 different rides and some people had to ride in the back of the pick-up. It was a lovely evening. Lots of people brought food, and people hung out and talked. Dave Brusard drives the truck has leftover hay bales and looking for where to store them. Next year we may be able to get a free truck and hay bales.
 - b) Covenant Violations New and Update on Court Action – Motion and Approval – The property at 4123 Naples was filed in court on Dec. 6, 2010. We have not heard beyond that. There are at least 4 recreation vehicles parked on his property. We've sent the friendly letter, the lawyer

letter, and now the issue is going to court. Owner needs to remove the vehicles or screen from view within 30 days, or the city will impound them.

Another property has been reported – 3902 S. Joplin Way. Todd looked at this property, and 2 others. Todd moved for 2 things: 1 to send a friendly letter to the 3902 S. Joplin Way address; and the 2 properties (4123 Naples, 4183 Nucla) that we've sent friendly letters have our lawyer send a legal letter at \$85 apiece. Trish seconded. Shelby suggested a "positive spin" article for the newsletter. Troy, Ron, Todd, Alan, Jeremiah and Trish in favor, Elaine opposed.

- c) Library Update *ex parte* Meeting and Mediation – Information – Todd met with Bob Broom and talked to him about the Library. We have some areas of agreement. We have a mediation meeting January 26th at JAMS. We are hopeful this will resolve things. Bob says the Library will open on January 18th.
- d) City of Aurora Slump Block Storage Agreement and Alternatives – Motion and Approval – Todd met with Mike Simmons at Seville to look at storage areas. They would have to clean it up to make room. They have one pallet of the pink block in there. They could probably fit in 7 more pallets. Cathy Gustafson offered to split the costs to clean-up the garage. They would let us store it for free as long as we let them buy the block at cost. Troy Haller moves to use Seville. Elaine seconded. All approved. Todd said Mike Simmons wants to form a group of all the HOA's in the neighborhood to look at these larger issues like the Recreation Center, Library, etc. It would be about \$150 for clean-up.
- e) Seville Barcelona Wall Agreement Change – Motion and Approval – Signs – we were able to get 5 sets of signs for \$1700, which is about 1/3 off the price of the original signs. Seville Townhomes would like to see them mentioned on the sign at Kalispell and Hampden. They are willing to pay for their part of the signs and split installation. They would like it to say "Seville Townhomes at Mission Viejo." Alan moved to do this, Jeremiah seconded. All in favor.
- f) Annual Meeting Preparations – Motion and Approval – Bob Broom is coming, PAR officer, Tom Tobiasson, Principle, Joy Tabernacle (update: they will not be coming), Aurora Center for Active Adults. Tricia, Alan and Todd, and Jeremiah and Elaine are up for re-election. Alan has gone through the property lists and has a current list of paying dues members. He needs the list of volunteers by middle of next week so they can be added (welcome committee, newsletter delivery, landscape committee). Todd submitted proxy to use. Jeremiah suggested that we remove the checkmark blank for "Board of Directors" so if they don't put a name it is definitely the board of directors. If budget doesn't pass, we work with last year's budget through February. Then in February the board would hash out the budget. We need 3% of members/proxies for the February meeting in this case. Postnet will deal with mail the proxies – for about \$700.

Ron has agreed to coordinate the Volunteer Party. Last year we brought 2 or 3 cases of bottled water. Troy will bring samples to snack on.

Gifts/Awards/Donations – Todd moves to give newsletter carriers \$10 gift awards. Alan seconded the motion. All approved the motion.

Prairie Ridge Community Church is lending speaker/amplifier, microphone, projector, and screen for meeting.

Need volunteers to check-in people, counting ballots, setting up chairs, etc.

Need board members and volunteers to get there by 6:00p.m.

We need a waiver for any Board members who don't go to the mediation.

Need to vote at the annual meeting to give the Board permission to make a decision at mediation.

- g) 2011 Budget Proposal – Motion and Approval –

Our portion is \$762.50 for just the 4 hours of mediation.

Need to get over 1000 members in the trash program in order to meet the 2011 goal in the budget. Library Defense Fund slot for any income directed toward that and will go out to pay any Library costs. Troy has ideas for how to get a few members at the 4th of July event – either join the HOA, or pay \$1 for the meal.

Maintenance & Equipment - \$5500 category covers purchase of slump block, spray painting the Barcelona entrance walls, and installation of lettering on those entrances as approved in 2010. If funds are remaining, some of that money may be used for weed control or tree trimming.

Accounting - \$500

Internet Fees - \$50 – are for PayPal transactions.

Bank Fees - \$25 – protection for overdraft.

Mailbox - \$150

Welcome - \$500

Garden club – \$150 – if not used, could be used for landscaping committee

Special Events – \$2500, independence day, hay rides, music in the park

Legal fees - \$2750 – covenant control stuff, include cost of mediation (\$756); converting to non-profit.

Gifts/Awards/Donations - \$400 – volunteer party

Webpage – \$275

Newsletter - \$500

Office Supplies - \$250

Printing/Copying - 600.00 (Annual meeting)

Postage – \$700.00 (Annual meeting)

Landscaping - \$3500

Covenant Control - \$1800 – more people are bringing those forward.

Signage - \$1000

Insurance - \$2850

Storage - \$600

Prior to Board discussion on this item, Board Member Elaine Lay got up from her chair and stated, “I quit.” Board President Todd McMahon asked her to stay for discussion of the budget, but she refused and said, “I cannot take it anymore.” Board Member Elaine Lay then left the room and the building.

Discussion of the budget proceeded. The Board gave consideration to the Landscape Committee’s prioritized suggestions and chose to allocate \$3,500 for weed control and cleanups next year along with using left over money from the Maintenance and Equipment found for other landscape tasks, including the possibility for some tree trimming, and more weed control.

Alan moved that this is the budget we present at the annual meeting. Jeremiah seconded. All remaining Board members approved.

- h) Future meeting space – can meet either here at Holy Love. Alan suggested the next 6 months at Holy Love.

8. City of Aurora Project Plan Reviews - none

9. Announcements/End of Regular Meeting – meeting adjourned at 10:15p.m.

10. Alan sent out the final Financial Statement before the Annual Meeting in January with \$8212.10 as the final balance for 2010, and the board approved the financials at that time.