

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 20, 2011
6:30 PM – 8:30 PM

Guests: Donald Pitts, Barb Wahl

1. Meeting Called to Order at: 6:39p.m. Board member present: Todd McMahon, Alan Engels, Tricia Roush, Troy Haller, Jeremiah Banigan
2. Board of Directors Interviews for Open Position - Donald Pitts and Barb Wahl – Jeremiah moved to vote for Barb to serve the balance of Ron Costa's term on the board. Todd seconded. All approved.
3. Open Members' Forum – There is a website called Volunteer Spot to help coordinate volunteer activities. Does the board need a liaison with MV Elementary?
4. Approval of Minutes – Tricia moved to accept the November 2011 minutes. Alan seconded. All approved.
5. Review of Financial Matters – Current balance is \$8216.88. Added expense for December is driving over to pick up newsletter. Next year, we won't be alternating with Meadowood any longer, so we need to look at reimbursing whoever drives over to pick up the newsletter. Jeremiah moved to accept the financials as presented. Tricia seconded. All in favor.
6. Committee Reports
 - a. Landscape – nothing to report.
 - b. Welcome – nothing to report.
 - c. Recreation center – on hold.
 - d. Holiday Hay Ride – Over 180 people went. Lots of good comments. Lots of young families came. Next year we should have a Christmas decorating/lighting contest – 1st, 2nd, 3rd place, and a few honorable mentions. Need to work on communicating the whole event better. There were two things we had to purchase: custodial work at the school, and two hot water/coffee makers.
7. Unfinished Business
 - a. Mission Viejo Library Update – the Quality of Life Committee will be looking at the library issue. Todd will be having lunch with our Attorney in January.
 - b. Scam/Fraud Seminar Recap – went well with Seville Townhomes. Officer did a great job. Would like to do more things with Seville in the future.
 - c. Trash Program Update – we have renewed the agreement for 3 more years.
8. New Business
 - a. Covenant Violations Cases
 1. 20111220-01 – 2 trailers
 2. 20111220-02 – trailer has moved since complaint was made.
 3. 20111220-03 – one trailer

Alan moved we send notice and after 30 days, if not taken care of, that we send legal notice. Tricia seconded the motion. Todd amended the motion to contact the person who complained to make sure they are willing for us to go forward with legal notice. Jeremiah seconded the amendment. All in favor.
 - b. 2012 Annual Budget – Motion and Approval – Total income budget for next year; \$30,500.00
Taxes & Accounting: \$500.00; bank fees: \$25; Covenant Control: \$2090; Insurance: \$3000.00; Legal fees \$2700; 501(c)4 application: \$1400; Historic Survey: \$1000; Mailbox: \$160; Office supplies: \$200; PayPal fees: \$50; Postage: \$500; Printing/Copying: \$900; Storage: \$650; webpage: \$275; Gifts/awards/donations: \$400; Library Defense Fund: \$1500; Maintenance & Equipment \$750; Signage: \$500; Garden Club \$0; Landscaping: \$5500; Newsletter \$500; Special Events: \$4000; Welcome Committee: \$400;

Automation/Technology: \$3500; Jeremiah moved to accept the budget for ratification at the annual meeting; Barb seconded. All in favor.

- c. Annual Meeting Planning and Awards – Would like to present budget and candidates early in the meeting so people who can't stay can leave. Todd moved for \$375 to get gifts for newsletter carriers other volunteers. Jeremiah seconded. All in favor. Alan moved for \$25 for some door prizes for the meeting. Jeremiah seconded. All in favor. Alan moved for \$500 for a P.A. system. Barb seconded. All in favor.
- d. Space for board meetings – Preference would be the library. Tricia moved to continue to use Holy Love. Jeremiah seconded. Todd amended to re-evaluate in 6 months. Jeremiah seconded the amended motion. All in favor.
- e. Volunteer party – Haven't heard from Troy. Alan moved to have the party Feb. 12th, if Dry Docks is available. Jeremiah seconded. All in favor.

9. City of Aurora Project Plan Reviews – none.

10. Announcements/End of Regular Meeting (End) – Todd moved we adjourn at 9:17. Trish seconded. All in favor.