

Meeting Minutes

October Executive Board (Board of Directors) Meeting

Mission Viejo Homeowners' Association, Inc.

The executive board meeting was held at Holy Love Lutheran Church

4210 South Chambers Road

Aurora, CO 80014

March 19, 2013

6:30 PM – 8:30 PM

1. Call to Order, Establishment of quorum
 - a. Todd McMahon, Barb Wahl, Tom Brandhorst, Jeremiah Banigan, Alan Engels
2. Pheasant Run pool is reopening June 1st 2013– Carol contact info - cjcomputer@aol.com
3. Special Guest - Robin Conger - Pro-Disposal (15 minutes)
 - a. Still looking on ideas on how to build up the program –
4. Open Members' Forum (15 minutes) (if requested)
 - a. Alan – FYI Comcast - \$1.99 digital box price hike – return it if you do not use it.
5. Approval of Minutes
 - a. Todd motions to accept to minutes - Barb seconds
 - b. Unanimous Vote
6. Review of Financial Matters
 - a. February \$8,209.16 – \$8,176.73
 - b. Current ending Balance as of 3/14 – \$12,681.15
 - c. Tom motions to accept financials – Barb Seconds
 - d. Unanimous Vote
7. Committee Reports (Welcome, Garden Club, Business Liaison, Independence Day, & others)
 - a. Welcome Committee
 - i. 10-12 homes a month
 - b. Landscaping Committee Cleanup
 - i. 4/20 – Banner for website – signup – Holy Love Parking Lot – 8am – 12pm
 - ii. Need water –
 - iii. May cancel if bad weather
8. Unfinished Business Agenda
 - a. Volunteer party – Information
 - i. Good time – did website sign up it helped us figure out how much pizza to provide
 - ii. About 45 volunteers came
 - b. New SE Fitness and Recreation Center Agreement – Information
 - i. The pool has deteriorating due to neglect from previous owners. Current membership dues are used for the day to day operations. The cost to repair is about \$25,000.
 - ii. Change to the agreement, of 10% discount with the changes from the attorney. Todd makes motion and Tom 2nds. Unanimous Vote.
 - c. Pro-Disposal Trash Program Growth – Information/Motion and Approval

- i. Current Member letter with intro of membership cards
 - 1. Alan makes motion to accept the letter for the current members. Todd seconds.
 - 2. Unanimous Vote
 - ii. ProDisposal membership reimbursement reduction
 - 1. This will be reviewed again in a couple of months
 - d. Business Liaison
 - i. Letter to go out with the committee to encourage the business
 - ii. Todd makes motion to accept with the changes of 2067 homes and adding the word 'of', Tom seconds
 - iii. Unanimous Vote
 - e. Membership Card Mailing – Information
 - i. Alan request changing the last motion on the mailing to also include a mailing to non-trash program letters. Proximate cost \$800. Alan makes motion, Barb seconds
 - ii. Unanimous Vote
 - f. Tax Preparation Needs\D&O, Liability Insurance Updates – Information
 - i. All of the information has been giving the our tax accountant, our extension has been filed
 - ii. Application for the insurance needs to be redone with the change of the President of the HOA
 - 1. ~\$1,789 for General Liability
 - 2. D&O insurance covers the decision of the board and not the choices of individual board members outside of the scope of the decision
- 9. New Business
 - a. Spring clean-up prep April 20 – Discuss locations – Assignments (Containers, Leaders etc.)
 - i. Barb would like to have the exterior area's to be completed
 - ii. Alan and Jeremiah will be working together to coordinate efforts
 - b. Webpage – Any updates necessary
 - i. Tom will also be involved with website maintenance
 - c. Quick Books – Motion and Approval
 - i. 2011 version that we have sunsets next year. Purchasing a copy of another version will not speak to one another. This would mean that we would have to spend \$640.00 for 2 copies. No online support provided.
 - ii. The online version allows for 5 users and additional with report access only. We would have all of the features that we have with our single user version, but will allow multiple online accesses. This would be great to transfer from 1 person to another and forward /give access to our Tax Accountant to complete our taxes. This option would cost \$343 for the 1st year and \$431.00 for every year after. A bonus here is that we would also get free support. If we need help getting things set up, cleaned up, etc. They will help us at no cost.
 - iii. Todd makes motion, Barb 2nds.

- iv. Unanimous Vote
 - d. Organizational Papers – Motion and Approval
 - i. Currently we are printing our own letterhead and envelopes whenever it is needed. Alan would like to look into investigate stationary.
 - ii. Tom makes motions Barb 2nds
 - iii. Unanimous Vote
 - e. Mission Viejo 5K (May 4) – update Informational
 - i. We will include information in the next newsletter
 - f. Neighborhood Garage Sale (June 7-8) – Assignments
 - i. Notification to the Sentinel –
 - ii. Craigslist –
 - iii. Signage –
 - iv. YearHUB –
 - g. Playground Give-Away Contest
 - i. CPRI Playground Give Away Contest
 - ii. The proposed location is Los Niño’s park
 - iii. Tom makes motion to put in application – Todd 2nds
 - iv. Unanimous Vote
- 10. City of Aurora Project Plan Reviews
 - a. Laredo Highline Neighborhood Associations voiced concerns about Aurora’s plans to create a City and County of Aurora
 - i. Mission Viejo HOA has no stated opinion at this time.
 - ii. Alan suggests that we be involved in the decision process.
- 11. Announcements/End of Regular Meeting
 - a. Tom makes motion, second from Barb – Unanimous Vote
 - b. Meeting ends @ 8:45pm
- 12. Executive Meeting
 - a. Two violations were reported noted as 2013030501 and 2013030502. The board has agreed to send violation notifications to each with a deadline of completion of 4/15/2013.