

MINUTES AGHA BOARD MEETING

WEDNESDAY, FEBRUARY 19, 2020

1. CALL TO ORDER

Lynn Walton called the meeting to order at 7:05 pm

2. ROLL CALL

Present: Dave Estes, Ann-Maries Isaac-Heslop, Kathy Johnson, Debra Jones, Andrea Levine, Anne Stellmon, Lynn Walton.

Absent: Gilles Esposito, Joely Mauzy

3. APPROVAL OF JANUARY 2020 MINUTES

The minutes were approved as amended.

4. ANDOVER GLEN HOMEOWNER ASSOCIATION FORUM

No homeowners in attendance.

5. NEW BUSINESS

Andrea

- **Christmas lights, Dave Daugherty.**

Dave did not attend meeting. Will be scheduled for another board meeting.

Lynn

- **Compensation for use of V-Espirit facilities for the holiday party and monthly meeting space.**

A motion was made and approved to allocate an expenditure of \$200 for the 2020 holiday party and \$150 for the yearly use of a meeting space for board and annual homeowners meetings.

- **Recreational vehicle storage: AG covenant and City of Aurora ordinance.**

An article will be posted in the newsletter regarding the AG covenants.

A board member will make a call to homeowners for a violation before taking official action.

- **Timetable for review of AG Policies and Procedures.**

The board members will review the P&P document for the next meeting and submit proposed revisions pertinent to their board position responsibilities.

The board will review portions of the document each month, by section, until completed.

A draft will be given to our attorney for review.

The revised P&P document will be presented to the AGHA no later than the 2020 Annual Meeting in September.

- **New grounds manager.**

Dave Kline has agreed to help. He will be asking homeowners to help him.

- **Community beautification events.**

Three events, spring, summer and fall, will be held to help with grounds beautification projects.

Kathy

- **Trash contract.**

Republic contract expires in May 2021.

Anne

- **New protocols for agenda, board reports and monthly meeting minutes. Board members agreed to the following guidelines:**

Board members, with the exception of the treasurer, will use a standard form for their board reports.

Board members will send the secretary their board reports by the Friday preceding the monthly board meeting.

Board reports will not be given orally at monthly meetings but the reports will be attached to the agenda and the minutes.

The secretary will send the board an agenda with reports the Monday before monthly board meeting.

- **Renewal of AGHOA license.**

Due March 18 as required by the state. Motion made and approved for the \$25 expenditure.

- **Response to February 2020 homeowner's communication letter to date.**
37 homeowners have responded as of February 19, 2020. Board members will make follow-up calls to those who have not responded after the February 22, 2020 deadline for replies.

6. UNFINISHED BUSINESS

Lynn

- **AG entrance-police accident report.**
Insurance claim filed was denied.
- **Grounds supply storage. To be determined.**
- **AG documents/files storage.**
Lynn and Anne will go through the files.
- **Insurance reimbursement for spoofing incident.**
Insurance claim denied.

Kathy

- **Trash left out too long.**
Homeowners contacted with positive response.

Ann-Marie

- **Availability of financial documents for homeowners, new budget, and financial audit**
Financial information will not be posted on the website other than what is required by law.
An article will be posted in the newsletter regarding homeowner's protocol for obtaining copies of financial documents.
The Financial Committee will meet in April to work on the new budget.
An audit will be conducted at the end of the financial year.
Presented a new protocol for payment policies and procedures for board members to follow.

Gilles

- **Website**
Work continues to be done to update the website.

Joely

- **Invitation to par officer to attend board meeting.**
Par officer has not responded to the invitation.

Debra

- **AG well**
The board decided to take no further action based on Debra's conversation with a well expert and contractor due to cost, increased maintenance, and the need for approval from the city and state for use of aquifer water.
- **Shredding day**
A motion was made and approved for expenditure for a June event.

Andrea

- **AG Newsletters**
The board agreed that the February 2020 newsletter will be the last printed and delivered newsletter. Newsletters will be sent via email only after the February 2020 edition. Homeowners will be notified of this change in policy.

7. TREASURER'S REPORT

Ann-Marie presented the bank reconciliation statement and P&L for the month. No discrepancies were noted.

8. BOARD REPORTS

See page 3.

9. ADJOURNMENT

The meeting was adjourned at 9:30 pm.

Respectfully submitted,
Anne Stellmon
AGHA Interim-Secretary

BOARD REPORTS FEBRUARY 18, 2020

President-Lynn Walton

Summary of monthly activity:

- Followed up with Weidman's regarding Board action when their roof is in compliance. Board will draft a Notice of Compliance with notarized signatures of Board President and the homeowners to be filed with Arapahoe County Clerk & Recorder.
- Followed up with 2 families regarding camper/RV in front of homes. One family was asked to move their camper that had been there for 6 days and the homeowners complied. The other family who had requested that we allow a camper in front of their residence for 10 days or more, was sent an email stating that this request doesn't comply with AG covenants and therefore denied. Will discuss covenants regarding campers vis-à-vis the Aurora City code at Board meeting in February.
- Followed up with Aurora City police records to obtain police report for incident at entrance so we can follow up with insurance company.
- Dave Kline will be our grounds contact person and has been in touch with our vendors. We will be drafting new contracts for each vendor and consider opening bids for grounds jobs. Alternatively, as we have had these vendors taking care of our property for a long time, Dave may decide their pricing is competitive and we will retain their services without a bidding process.
- Andrea Levine will be heading up the community garden. She is in receipt of the plot participants from last year and will be reaching out to them for the upcoming season.
- Kathy Johnson has agreed to manage all AG contracts and insurance policies.

Agenda items:

- Follow up discussion to our insurance company's decision on reimbursement for spoofing incident.
- Discussion re campers/RVs in AG covenants vs. Aurora City Code (LW will bring copies of both to meeting)
- Discuss setting up a timetable to review our policies and procedures over the next several meetings.
- Email "campaign," distribution of newsletter, schedule for newsletter.

Secretary-Anne Stellmon

Summary of monthly activity:

- The board unanimously voted via email to have former AGHA Secretary Anne Stellmon join the board as Interim Secretary to fill the position of Carie Eisenberg, who is no longer an AG homeowner. The position terminates in September 2020.
- Communication letter regarding contact information was sent to homeowners on February 2, 2020. Response: 37 responses as of February 19, 2020.

Items for approval:

- Renewal of AGHOA license.

Welcoming-Andrea Levine

Summary of monthly activity:

- Nothing new to report.
- Need name of new people that purchased Carie & Eric's Eisenberg's house and will go welcome them.
- Will hopefully get newsletter out in next week.

Agenda item: Printing of newsletter.