

## **Meadowbrook Heights HOA ANNUAL MEETING MINUTES**

August 25, 2021

7:00 p.m.

Celebration Church

At just after 7:00 p.m. a review of the list of members in attendance was conducted alongside the “Past Due Accounts” in order to determine whether a quorum was present to conduct the meeting. Total membership is 112 households making up the HOA. There are currently 18 delinquent members, meaning 94 members are in compliance and eligible to cast votes, from the entirety of the community. In attendance, there are a total of 24 households. Of those 24, two paid upon entering the meeting and three households were ineligible for voting or being nominated/running for Board positions. Quorum required is 20% of 94 eligible households, or 18.8 voting members. With 21 eligible households, the threshold of 19 was met; a quorum was determined and the meeting was called to order at 7:10 p.m.

The meeting agenda indicated that we would start with the Treasurer’s Report. Copies of the Profit and Loss statement as well as the Balance Sheet for the fiscal year 2020-2021 were available as homeowners entered. The report was reviewed with highlights made of the “non-typical” items, i.e. Emerald Ash Borer Treatment and the Water Irrigation Grant Project. Request for questions resulted in two homeowners (S. Popp and C. Cargill-Hitchcock) being curious about the Employee Dishonesty line item. It was explained that the bylaws (and possibly the state of Colorado) require the officers of the corporation/association to be bonded for dishonesty. Another member (T. Hitchcock) inquired about whether the Treasurer had any suggestions or ideas to throw out regarding processes or policies that could reduce the time commitment required of the Treasurer’s position (as a prequel to the upcoming elections on the agenda). Treasurer explained that the job is just time consuming, especially at particular times of the year (i.e. printing and mailing of invoices specifically) but that she is willing to stay on - at the desire of the new Board - to either ease the transition or remain as the HOA Bookkeeper moving forward. There were no further questions.

The next item on the agenda is the review of the Irrigation/Grant project. While this had not been shared at an annual meeting, it was shared in the newsletter so it served as a review of the information sent out as well as a chance for homeowners to ask questions. No questions specific to the project were presented.

The Emerald Ash Borer treatment was next on the agenda. J. Reiler asked if homeowners would be given the discount for the second treatment that was offered for the first round and while the Board can't specifically answer for the company, it was indicated that the question would be asked when Schra Tree contacts the HOA (or vice versa) in 2022 to schedule the follow up treatment for the HOA trees. A notice will be sent at that time for homeowners wishing to have their trees treated at the same time (if Schra is willing to extend that offer again).

Because there are a lot of new members present, the President ran through a brief history of the landscaping, from the conversion of mulch to rock on Wilson Ave to the removal of the evergreen trees after being warned of pending citations from the city due to the trees overgrowing the sidewalks. While complaints have come in regarding the appearance of the entryway to the community along Kathryn Drive, it was necessary to point out that while we would like to plant, even drought resistant plants will need some water at the start and currently the lines that provided water to the Ash trees when they were planted, are no longer functional. It will require some form of watering in order for any plants to survive. This also brought up the First Street beautification project which will require research, planning, and brainstorming of ideas to determine what is best planted there for drought hardiness and appearance. It may be possible to apply for another grant through Northern Water however the water was being wasted there as it was not enough to impact the need and was therefore turned off. The grant would require us (most likely) to show water savings which is hard to do when the current water consumption for the sides of the ditch is currently zero.

Two complaints were made related to common property upkeep. The first was regarding the splash up of dirt on the vinyl fence along Wilson Avenue, after it rains. The only potential solution for this problem is to add rock along the fence so that when the rain splashes it will not splash up the dirt which appears to create the mess on the bottom of the fence boards. The second complaint was regarding the heaving of sidewalks along First Street and Wilson and the creation of tripping hazards. The question of “filing” those seams was asked and the Board will look into it to see if it is a city fix or our responsibility.

The need to address issues that have arisen over 25 years brought about the suggestion to the new Board to attempt to set up committees that could look into the work connected to these issues. This could include collecting estimates or organizing work teams to keep costs down and proactively address situations that could otherwise increase annual fees for everyone. It was suggested that the Board raise fees to be prepared for possible upcoming expenses. While this may be the desire of a single homeowner, the historic overriding preference of homeowners has been to keep the fees low. Our fees are still among (if not) *the* lowest in the area at \$300 per year.

As discussion turned to Elections, the suggestion was made that moving forward the new Board may wish to hire an attorney to address back-burnered projects such as “covenant review and update”. This is necessary as CCIOA (state oversight group) stipulates what HOAs can and can’t enact and enforce. It is complicated, complex and is tangled up due to the vast variety of HOAs existing where each have different responsibilities to homeowners, many of which are much more controlling than what MBH is required (or even designed) to provide. (i.e. roof replacements or exterior property maintenance such as mowing).

The question about “time commitment” was asked related to frequency of meetings. Members were reminded that this election is about serving on the Board and not for specific positions on the Board. Those discussions and decisions can be part of determining who is in the best position to hold

each of the posts. While the Board can determine the frequency of the Board meetings, the current President recommended that the Board meet at least every other month especially as they get started and that in the early months, they might want to meet more frequently. It was also shared that each meeting typically takes one to two hours, however it is entirely dependent on the type and amount of projects or issues being addressed.

Each current Board member was polled to determine their preference regarding staying active in order to know how many positions were needing filled. Paul Pfeiffer (President) and Linda Pfeiffer (Secretary/Treasurer) had both turned in letters of resignation effective at the end of the meeting tonight. John Lewis, indicated that he does not feel that he is able to continue in his commitment to the HOA at this time but will be happy to answer any ARC related questions that may arise. James Westerfield (at-large Board member) indicated that his work schedule makes it difficult for him to commit to a regular meeting schedule but was willing to stay on if needed due to not being able to fill the ballot. Lastly, John Meyer (at-large Board member) indicated that while he does not desire to move into a voting position, is willing to maintain presence as a sounding board and idea generator.

The floor was opened for nominations; by self or other. Robbie Popp volunteered to run. He stood and gave a brief introduction - Loveland Firefighter, wife Sydney currently pregnant with first child, community member for about two years. Randy Kady seconded the nomination.

Anne Yanez volunteered with the caveat that she recognized that she was probably not eligible because she had not paid her dues yet. The Board recognized her desire to serve and thanked her for her offer but it had to be declined for the reasons she indicated (i.e. non-payment of annual fees).

Kelli Cheatham also volunteered to run. She gave a brief introduction as well. She is a nurse at PVH and a new mom. She and her husband Quinton, have been residents for eight years. Her nomination was seconded by Janie Reiler.

The third volunteer was Mark Lindeman. Mark and wife Nancy have been homeowners for four years. He is a retired arborist and has indicated an interest in involvement in the appearance of our common areas.

Lastly, Steve and Julie Evans were nominated by others in the audience. While Steve doesn't feel comfortable taking on the responsibility, Julie volunteered to give it a try. Julie indicated that she is a hairdresser in Longmont a few days a week and that she watches her two grandchildren three days each week as well. She shared concern (as did Kelli) that time is a concern in taking on this responsibility.

In order to speed up the process as the meeting had gone longer than anticipated, it was suggested that if anyone had any reasons for concern regarding the election of any of the nominees, that they should bring them up. No concerns were voiced so the ballot was voted in its entirety. All members present (with a single vote cast for each property regardless of the number of household members present) who were eligible to vote, were in agreement with the slate of officers and all were elected to the Board.

With no further questions or comments, it was moved that the meeting be adjourned at 8:33 p.m. The motion was seconded and all members were in agreement.

New Board members met with outgoing members after the meeting to schedule a follow up meeting where discussion can center on the transition.

Minutes respectfully submitted by Linda Pfeiffer, Outgoing Secretary -  
8.25.2021