

WOODY CREEK HOMEOWNERS ASSOCIATION

Meeting Minutes of November 15, 2017

3 Board Members Present, Treasurer by phone due to illness and President late

Meeting called at _5:49pm_

Attendees:

Cindy Henderson 5230#3

Secretaries Report:

October 18, 2017 minutes motioned, seconded and passed.

Treasurer's Report:

Checking Account Balance as of 10/30/17 \$20172.02

Money Market Account Balance as of 10/30/17 \$47069.35

Checks since last meeting

- Transfer of funds from Money Market to Checking \$10000.00
- Keith Wickman \$602.00

Checks written tonight

- Hills(October mow, aeration, fertilization) \$585.00
- American Family Insurance \$4815.22
- Waste Management \$539.38
- Hindman Sanchez \$196.07
- Audit and Taxes \$2150.00
- Majestic Tree \$1475.00
- Robbins Masonry and Concrete(concrete 5280) \$350.00

P&L updated and on website

Customer Receivable updated and on website

5260 #6 under contract sold for \$230000.00

5260#6 behind three months on dues will receive from sale

Status letter sent to 5260#6 real estate agent

5210#3 sold and is owner occupied

18.5% owner/rental

No bill from Xcel for trip fee when trees cut by live wires 5220 and 5230

Treasures report Motioned, Seconded and Passed.

Correspondence:

- 5220#2 called Xcel due to sparking power lines
- 5220#1 called the fire department due to sparking power lines

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- 5210#6 spoke with Secretary about car in visitor's lot had been there for 3 weeks and asked about gutter cleaning
- Vice President cannot get into email. Treasurer will get with Vice President to get situation taken care of.
- Correspondence with auditing firm and Treasurer
- Status letter sent to 5210#3 real estate agent. Owner paid dues after closing. Will refund
- Mistakes noticed by real estate agent of 5260#6 on website. Corrections made and sent
- Website is corrected and up to date as of 10/18/2017
- Real Estate Agent wanted balance sheet of customers. Cannot provide this to agency only to homeowners upon request
- Status inquiries go to Treasurer and not President and owners must fill out request form located on the website
- Selling price of 5210#3 \$250000.00
- 5280#3 had issues with social security and paying dues
- Late due notices sent to homeowners
- Release of lien received from Armour
Correspondence motioned, seconded and passed.

New Business:

- Pay Period worksheet provided for maintenance worker. Worker will turn in timesheet 5 days from pay date. Pay date will be twice a month, the 5th and 20th. If not turned in before pay period will have to wait for next pay date.
- Maintenance worker can only work 25 hours a week during summer. Focus on watering and clean up of dog waste. Water for two hours on scheduled day and less when it rains. Water two days one week and three days the next week.
- HOA Board will call maintenance worker when needed to work.
- Maintenance is usually done from end of April to October.
- Keith Wickman(maint.) will receive bonus of \$50.00 by board for Christmas.
- Board members will meet at US Bank to change signers. Agreed upon December 2, 2017 at 9am.
New Business motioned, seconded and passed.

Open Forum:

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- 5230#3 stated light on pole between 5220 and 5230 has been out. President to call Xcel

Next meeting to be held on the 11th of December at 5:30pm at Brenna Krier's 5260#7.

Meeting adjourned at 6:38pm. Motioned, seconded and passed.

Budget Meeting:

- Proffitt and Loss Budget Overview provided to Board Members
- Outline of hours for Maintenance worker for HOA in the summer. October 2018 through March 2018 not budgeted as money is not there.
- No Building Maintenance money in budget, only Colorado Sewer for snaking/backflow
- If a big bill comes in that HOA must pay there will not be money to put into the reserve fund
- Budget will be tight for 2018
- Board must structure on how to build up reserve fund and keep cost down
- Vice President is working with insurance broker. 8 underwriters were asked for bid and 2 came back. Bids are over \$50000.00 per year. Broker will need loss from HOA for the last five years. Vice President will then provide.
- HOA needs to have claims removed for roofs when possible.
- Board can approve knowing that adjustments may have to be made using money from one source or reserve fund
- Was asked about Gutter Cleaning not in budget. Motioned, seconded and passed to move \$900.00 from reserve fund for this matter.
- Board motioned, seconded and passed report however, was retracted until 12-11-17 meeting as attorney's fees were not shown on budget.