

Minutes of HOA Board Meeting of May 14, 2014

Board members present:

David Weinberg, Treasurer and Acting President

Raven Astrom, Vice President

Rosalyn Weller, Secretary

Bilge Birsoy, Director at Large

Craig Gaskill, Director at Large

Alan Olson, Director at Large

Heather Staples, Director at Large

Sharon Steele, Director at Large

Robert Taylor, Director at Large

Board members absent (with notice):

Harmony Kwiker, Director at Large

Business:

1. The main topic of discussion was the revised Design Guideline document prepared by Roz Weller and Adam Kuyt. David and Roz thought that the guidelines should have the main purposes of maintaining property values and not negatively impacting your neighbors' enjoyment of their property. David suggested a re-ordering of topics so that the most-relevant current ones are at the front of the document. He suggested that, after an Introductory section, such most-relevant topics would be: exemptions, painting, fences and sheds, additions, and landscaping; a final section would deal with initial construction/major remodeling. Roz added "parking" to the relevant sections to be up front. For the rest of the board meeting, specific topics in the guidelines were discussed, decisions about revisions made, and sometimes the exact wording to be put into the guidelines was suggested. Topics discussed were:
 - a. Whether to allow chicken coops in the HOA. Although the city of Longmont now allows chicken coops, the board decided to not permit them at the present time. It was decided to move this topic from "ancillary structures", where Roz had put it in the guidelines, to after "dog runs" (chicken coops could be considered "chicken runs").
 - b. Under Parking, 1) the board agreed with the proposed change from not allowing *any* parking of RV's or boats to allowing parking up to 72 hours. 2) The board agreed with the proposed change from not allowing *any* car repair in a driveway to allowing it for up to two days. 3) Related to the issue of street parking of (non-inhabitable) trailers, the board will keep the current guideline as is, and *not* allow street parking of commercial trailers, even if they are

moved periodically. Driveway parking of such vehicles or trailers would be OK as long as they do not block the sidewalk.

- c. The question was raised of whether the guidelines should address composting. It was decided that composting is admirable, but could be problematic and a nuisance to neighbors if not complying with good practices. It was suggested that such a composting bin or container not project above the fence line, and that a homeowner talk to their neighbors before embarking on composting. Roz will add something about composting in the guidelines, in the Landscaping section.
- d. The subject of whether the guideline section on solar roof panels was current was raised by Bilge, but nothing was changed.
- e. The issue of having not one, but two, TV satellite dishes was raised, but nothing decided.
- f. Under landscaping, related to the mention of “edging” in the guidelines, the board wanted some wording added about a homeowner having to “maintain the integrity of the sidewalk” and maintain a “clear right of way” vs. grass overgrowth
- g. Basketball boards and supporting structures were discussed, as some board members had noted some partly home-made boards that were considered unsightly. It was decided that the current wording about basketball boards in the guidelines was fine but infractions (such as paint color) needed to be addressed.
- h. The next steps suggested were that Roz try to prepare before June 1 a revised design guideline document, incorporating the changed order of topics and revisions suggested at this board meeting. The new document would be sent to the board members, and if they approved it (by email), it would be posted on the HOA website with an effective date of (hopefully) June 1, 2014. It would then apply to all new homeowners or changes made to a property.

The members of the Architectural Review Committee, Alan Olson and Craig Gaskill, will handle informing the owner of the infraction.

- 2. Related to how to notify a homeowner of a guideline infraction, it was decided that oral communication was OK as a first, informal step, as long as the conversation was documented. The next contact, after 1-2 weeks, would be written.
- 3. Content to be put by secretary in next newsletter – remind homeowners that sidewalks should not be blocked for walkers by excessive growth of grass (time for edging?) or bush or tree foliage/branches. Either the homeowner or city could be informed of such problems.
- 4. Need for an HOA attorney for lien letters and to advise us about the legality of some issues related to design guidelines. It was suggested that we have two lawyers, an inexpensive one (maybe our old lawyer) for counsel on such legal matters as what we can/cannot legally enforce, and a second, expensive lawyer where more aggressive pursuit in instances that may result in for litigation when the HOA would not be paying his or her fees.

5. Heather reiterated her interest in modifying the HOA's Facebook presence. As Harmony Kwiker also expressed interest in such a Facebook project, it was suggested that the two work together. Notably, the Facebook presence will not be the official site for the HOA.
6. Because the current HOA directory is actually prepared by a realtor and not the HOA, and some homeowners have resisted providing their personal contact information for such a directory, we worried about not being able to reach all homeowners. It was suggested that we should be asking homeowners what their preferred method of contact is, whether by email, mail, etc. Thus, it was decided that the board should compile its own directory, for internal use. To do so, homeowners will be asked in their upcoming dues letter what method of contact they prefer. Heather volunteered to prepare the contact format-request form, to be included by David in the dues letter.
7. It was noted that job descriptions are still missing for board positions.
8. The question was raised of whether just one signature from an Architectural Committee member on the Paint Color Approval form would be sufficient. We agreed to one as long as the paint color is the same as before, assuming the "before" color was reasonable. Two signatures are needed otherwise on the paint approval form or project approval form to prevent "rogue" board members from approving projects that wouldn't otherwise be approved.
9. As the Architectural Committee consists of just two members (currently consistently of Alan Olson and Craig Gaskill), it could use more board members on it. Are there any volunteers from the board?
10. The meeting, which was a "pizza party" held at the home of Roz Weller and Jim Cox, was adjourned.