

Farm at Creekside Board Meeting November 6, 2019

Place of Meeting: 2251 Bluebird Drive (home of Vann Hilty)

Time: 6:53 p.m. (called to order at 6:53 p.m.)

Adjourned: 8:54 p.m.

Minutes Prepared by: Jenny Wawrzynczak, Treasurer

Board Members in Attendance:

Bernie Newcomb, President
Jenny Wawrzynczak, Treasurer
Vann Hilty, Director at Large
David Weinberg, Director at Large
Phil Haratsaris, Director at Large

Board Member Absent with Notice:

Tiffany Ross, Secretary
Eric Staples, Director at Large

Homeowner in Attendance: Kurt Roy

Homeowners emailing the board with agenda topics: 0

Agenda

1. Dumpster
 - a. Ran out of time to get one in, too late for this year.
 - b. To get the G&M dumpster as we had before will cost \$395 (33% increase over the Sprint 2019 rental). Company is scheduling 2 weeks out.
 - c. Will be revisited with the future board, based upon the direction the HOA takes (item 2 below).
2. HOA Direction
 - a. Discussion centered around the mission of the HOA. Is to deliver just what the bylaws, covenants and guidelines require or does it also include social focus to encourage local neighborhood community by providing for and financially

supporting events like the Easter Egg hunt, 4th of July parade and other related events.

- b. Next steps: Discussion with homeowners at annual meeting to get an understanding of the desires of the community as a whole and based on a positive outcome of that discussion, bring up with new board when elected in January 2020.

3. Homeowner Comments

- a. First Issue - Kurt Roy was concerned about the insurance doesn't cover special events nor anyone beyond board directors. Very concerned about the lack of insurance. Bernie did research and found there is no personal liability risk to the board of directors as long as we're volunteers. Also concerned about the risk to the HOA with the Oktoberfest.

Board response: Special event policy purchased for \$176 (within allocated budget) and Colorado certified server used to serve alcoholic beverages.

- b. Second issue - Kurt Roy feels very strong that the board needs a financial audit, feels that the board has already voted on one and wants to make sure the board has one. Concerned that the budget and cash on hand don't match up. Prefers a professional to handle the audit.

Board response: From the 6/24/19 board meeting minutes Item "6. Discuss the need for the audit and a reserve study." We have determined that we will proceed as follows:

- i. Looking at the need for a certified audit falls under CRS 38-33.3-303. 4-II-B-b Executive board members and officers - powers and duties - reserve funds - reserve study - audit

"(I) At the discretion of the executive board or upon request pursuant to subparagraph (II) or (III) of this paragraph (b) as applicable, the books and records of the association shall be subject to an audit, using generally accepted auditing standards, or a review, using statements on standards for accounting and review services, by an independent and qualified person selected by the board. Such person need not be a certified public accountant except in the case of an audit. A person selected to conduct a review shall have at least a basic understanding of the principles of accounting as a result of prior business experience, education above the high school level, or bona fide home study. The audit or review report shall cover the association's financial statements, which shall be prepared using generally accepted accounting principles or the cash or tax basis of accounting.

(II) An audit shall be required under this paragraph (b) only when both of the following conditions are met:

1. The association has annual revenues or expenditures of at least two hundred fifty thousand dollars; and
2. An audit is requested by the owners of at least one-third of the units represented by the association.

(III) A review shall be required under this paragraph (b) only when requested by the owners of at least one-third of the units represented by the association.

(IV) Copies of an audit or review under this paragraph (b) shall be made available upon request to any unit owner beginning no later than thirty days after its completion."

The board concludes that there is no existing legal requirement for an audit or review. We will continue the effort to determine the costs of an audit/review by requesting 3 bids and decide on the affordability of cost vs. what we expect to get from the audit/review. Based on that information, we will move forward on deciding the need for a review.

- c. Third issue - Kurt Roy brought up issues with side yards, tall weeds, and lots not having enough trees. Wants a management company to take care of things that he feels the board is not doing a good enough job of taking care of. Board response: We are a volunteer board and do rely on comments from the homeowners and when we do get complaints we act on them and make sure things get taken care of. A few board members have made comments that if a management company is hired, they will no longer volunteer for the board. The board is also concerned with a heavy handedness that can come from having a faceless management company managing things.
Kurt Roy's reply: with the property manager, all efforts and decisions are directed from the board.

Board response: - At the annual meeting: we can bring up the management company again and see what the homeowner's feelings about hiring a management company and bring it to them.

4. Return of HOA documents possessed by former president Kurt Roy: Phil to get files from Kurt and bring to Bernie. Biard will work to figure out what we need to keep, based on the Document Retention policy and need.
5. Treasurer Update
 - a. Independent Financial Review: First step to sit down and review the books between Vann, David and Jen. Then once that has happened the board will take further action on figuring out what type of audit and contacting professionals for quotes.

- b. Fiscal Oversight Protocol: David will investigate cd yields, to see if we can get better rates for our savings.
- c. Unpaid dues: Dues paid late with no late fee. Two letters need to go out, one with those who haven't paid, those who paid late without \$25 dollar late fee. Need Tiffany's help to get stuff out.
- d. TIAA bank update - gather input needed to transfer fence money into TIAA account when complete. Actions Items: Make investment decision and complete TIAA form, as appropriate. If we decide to make the move, we need to decide who (likely treasurer) will work through the steps to complete the transfer.

6. Maintenance Update

- a. Bernie is going to walk the fence with Monroe and identify the remaining repairs and get a quote to present to the board. Update: Monroe to walk fence after 1/1/20.
- b. Sprinkler shutoff scheduled for 11/7/19.
- c. Reserve study: indication that most HOAs are "under reserved", useful to have a vendor give us it would cost approximately how much to do the whole thing, need to let the homeowners that their are increased costs and here's how much would we maybe want to do something different. Might want to look up the material cost of the fence every year and keep track of that over the year. Action item: Need to build a reserve study and confirm planning/budget costs would be to replace the fence.

7. New business:

- a. Next Meetings
 - i. Meet as a board on January 5, 2020 at 6:30, 2218 Eagleview Circle to prepare for the annual meeting and discuss old/new business. Homeowners are encouraged to let pres@fachoa.org know if they will be in attendance to allow for appropriate setup.
 - ii. Annual Meeting - Jan 22, at 6:00 PM (setup) and 6:30 PM meeting start, Longmont Public Library (room TBD). Action items: Middle/late December: Set Agenda, proxy, and budget. Current agenda items:
 - 1. Quorum status: attendees and proxies.
 - 2. Current board introductions and open positions.
 - 3. Committee/chair reports: Treasurer/financial including audit discussion/status, Maintenance, Social, Architecture.
 - 4. Discussion of what homeowners want this HOA to be.
 - 5. Election of new board members.

6. Neighbor comments.

We will send agenda through email and website.

Vann motions, Bernie seconds.