

ARAPAHOE RIDGE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

MAY 19, 2009

CALL TO ORDER

The meeting was called to order at 6:04 p.m. Board Members in attendance were Ronda Grassi, Mike Dunninger, Karrie Bach, and Trent Turner. In attendance from MSI, LLC was Judi England.

OPEN FORUM

There were no homeowners present for Open Forum.

POOL COMMITTEE

Shaun O'Reilly (Pool Committee Chairperson) - Shaun was in attendance to discuss various items for the 2009 pool season. She inquired if the Board would authorize the purchase of a small refrigerator and microwave. The Board stated there currently is a microwave in storage and they would check if it is operational. They stated that possibly a homeowner may have a small refrigerator they could donate to the Association. Mike stated he would send an e-mail to the homeowner with the request.

The Board then thanked Shaun for all of her hard work and dedication on the Pool Committee.

APPROVAL OF PREVIOUS MINUTES

The minutes from the April 21, 2009 meeting were approved with the following change:
Various spelling errors need to be corrected.

MANAGER'S UPDATE

Financials – The Board reviewed the Financials for the month ending April 30, 2009. Judi stated the Association's Beginning Cash Balance was \$124,605.61. Expenses were \$41,834.75 with an Ending Cash Balance of \$94,330.64. Under Cash Received, the Board inquired on the line item for Miscellaneous Income in the amount of \$7,460.34. Judi stated a portion of it was from the Town of Erie Reimbursement for the maintenance of the exterior restroom but did not know what the remaining income was for. She stated she would contact the account technician and send an email to the Board with the information. They also inquired on the expense line item for Transfer to Reserves that shows as over budget. She stated this was due to funds labeled when MSI took over management, and she would request the account technician adjust the entry and re-run the April 30, 2009 financials so this change can be seen by the Board. There were no other major questions regarding the financials.

Delinquencies – Judi reviewed the Delinquency Report ending April 30, 2009 with the Board. She informed the Board there currently are five homeowners that are with the attorney for delinquent assessments. Judi provided the updated status report to the Board.

Covenant Violations – Judi provided the updated violation report to the Board. There were no major questions regarding the violations.

OLD BUSINESS

- Item: Landscaping Update
 - Discussion/Summary: Ronda informed the Board that she had met with Innovative Outdoor Designs as well as the Association's grounds contractor to review any outstanding irrigation issues. Ronda had requested Judi meet with them as well and Judi stated she is scheduled to meet with them on June 2, 2009.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Maintenance of Outlying Areas
 - Discussion/Summary: Ronda stated she is scheduled to meet with Mike Acimovic, Town of Erie Administrator, requesting a resolution to the outstanding issues. She will provide an update to the Board once received.
 - Board Decision: No decision needed.
 - Action: Ronda will provide an update to the Board once received.

- Item: Fence Stain
 - Discussion/Summary: Trent stated he had not had the opportunity to complete the map but would provide it to Judi once completed.
 - Board Decision: No decision needed.
 - Action: Trent will provide the map to Judi once completed.

- Item: Management Agreement
 - Discussion/Summary: In reviewing the contract prior to the meeting, Ronda noticed that there was a discrepancy in what was agreed upon. Judi had provided the corrected agreement to the Board via e-mail. The Board signed the corrected agreement and Judi stated she would provide it to the appropriate parties.
 - Board Decision: No decision needed.
 - Action: Judi will provide the signed agreement to the appropriate parties.

- Item: Clubhouse Usage Procedure
 - Discussion/Summary: The Board discussed the decision regarding the increased usage fee for homeowners who have made reservations prior to the May 15, 2009 posted date for the increase.
 - Board Decision: The Board members present were unable to come to an agreement and determined the vote would need to be completed via e-mail. Judi stated all Board members would need to respond to the email that will be sent by Mike.
 - Action: Mike will send an email to the Board for further discussion and approval.

Item: Design Improvement Request Procedure

- Discussion/Summary: Judi provided the revised procedure to the Board as well as contacted the Committee Chairperson.
- Board Decision: The Board received correspondence from the committee chairperson inquiring if the revised procedure could be held off until September due to the high number of requests received. Judi stated one of the main reasons the procedure needed revising was due to the high number of requests received.
- Action: The Board stated they would contact the committee informing them of their decision as to when the change will be initiated.

NEW BUSINESS

➤ Item: Energy Audit

- Discussion/Summary: Due to time constraints, this item will be discussed at the June Board meeting.
- Board Decision: No decision needed.
- Action: No action needed.

➤ Item: Community Walk Thru

- Discussion/Summary: Judi stated she had received written correspondence from several homeowners who received letters to paint their homes with requests for an extension due to financial hardships.
- Board Decision: The Board stated they appreciated that the homeowners responded to the violation letter and due to financial hardships, authorized extensions until June 30, 2010 for completion.
- Action: Judi will mail letters to the homeowners that requested an extension, with the Board approval.

➤ Item: Clubhouse Water Heater Replacement

- Discussion/Summary: Judi stated she had not received the third bid for a standard water heater, but did receive the bids requested for a tankless water heater per the Board's request. The bids for the tankless water heater varied between \$3,650.00 and \$6,450.00. The difference was for the number of heaters the contractors felt were necessary.
- Board Decision: The Board stated as they were pleased with the services Streamline Plumbing has provided, a motion was made, seconded, and passed unanimously to approve their bid in the amount of \$3,650.00. They requested Judi contact the contractor requesting the warranty information be added in the bid.
- Action: Judi stated she would contact the contractor informing them of the Board's decision and request.

➤ Item: Community Events

- Discussion/Summary: Michele Leffler was not in attendance to provide her input therefore this item will be discussed at the June Board meeting.
- Board Decision: No decision needed.
- Action: No action needed.

- Item: Antenna Installations
 - Discussion/Summary: Due to time constraints, this item will be discussed at the June Board meeting.
 - Board Decision: No decision needed.
 - Action: No action needed.

NEWSLETTER ITEMS –Board created

- Neighborhood Directory

REVIEW OF INVOICES / SIGNING OF CHECKS

The checks were signed per their attached invoices.

NEXT MEETING DATE, TIME & LOCATION

The next meeting will be Tuesday, June 16, 2009 beginning at 6:00 p.m. at the Community Clubhouse.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:08 p.m.