

ARAPAHOE RIDGE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

February 16, 2010

CALL TO ORDER

The meeting was called to order at 6:05 p.m. Board Members in attendance were Ronda Grassi, Michele Leffler, Dan Schneider, and Trent Turner. In attendance from MSI, LLC was Judi England.

OPEN FORUM

There were no homeowners present for the Open Forum session.

APPROVAL OF PREVIOUS MINUTES

The minutes from the January 19, 2010 meeting were approved as written.

MANAGER'S UPDATE

Financials – The Board reviewed the Financials for the month ending January 31, 2010. Judi stated the Association's Beginning Cash Balance was \$67,021.27. Expenses were \$22,911.81 with an Ending Cash Balance of \$159,681.19. There were no major questions regarding the financials.

Delinquencies – The Board reviewed the Delinquency Report ending January 31, 2010. It was noted there are fourteen homeowners that are with the attorney for delinquent assessments. Judi informed the Board that the homeowner at Unit 54 filed bankruptcy and the additional outstanding assessment amount of \$240.00 would need to be written off to Bad Debt. After discussion, the Board authorized the amount be written off to Bad Debt. Judi stated she would inform the accounting department of the Board's approval.

Covenant Violations – As the report was not available, Judi informed the Board that the majority of the current violations are for trash containers and holiday decorations.

OLD BUSINESS

- Item: Maintenance of Outlying Areas
 - Discussion/Summary: Ronda stated there were no new updates.
 - Board Decision: No decision needed.
 - Action: Ronda will provide updates to the Board as needed.

- Item: Fence Stain

- Discussion/Summary: Judi stated due to the weather, the project had not started. She was informed by the contractor that it should begin before the end of the month.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: 1725 Powell Street – Paint Violation
 - Discussion/Summary: Judi stated as of the meeting, the homeowner still has not submitted a correctly completed Design Improvement Request form and additional letters are mailing to him.
 - Board Decision: No decision needed.
 - Action: Judi will continue to mail violation letters to the homeowner if she does not receive the correctly completed form.

- Item: Neighborhood Directory
 - Discussion/Summary: Trent had not yet had the opportunity to provide additional information to Mike.
 - Board Decision: No decision needed.
 - Action: Trent will provide the additional information to Mike.

- Item: Design Review Committee – Board Liaison
 - Discussion/Summary: Michele contacted the Committee Chairperson and the committee was in the process of scheduling their next meeting.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Landscaping (Pool Area)
 - Discussion/Summary: Judi stated Ronda informed Suzanne of the Board’s decision and a deposit check was provided to Ronda to give to Suzanne.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: 1885 Morris Court – Painting Violation
 - Discussion/Summary: Judi stated four of the five Committee members (Theresa, Michelle, Marti, and Amber) responded to her e-mail that they did deny the homeowner’s request and Chris responded later stating he changed his mind and the house didn’t look that bad.
 - Board Decision: The Board stated as Michele was to meet with the committee to discuss this, she could report back to the Board at the next meeting.
 - Action: Michele will provide an update to the Board at the next meeting.

- Item: Town of Erie Reimbursement
 - Discussion/Summary: Judi stated the reimbursement check in the amount of \$1,344.00 had been received.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Exterior Restroom Maintenance
 - Discussion/Summary: Judi recapped that Buffalo Maintenance was informed of the Board’s approval to install a door sweep and Ronda informed Kerry Condon of the approval to disconnect the fan and review the FRP wall at no charge.
 - Board Decision: Julie Schirmacher (Clubhouse Chairperson) informed the Board that there was another pipe break over the weekend. The Board authorized Julie to contact Streamline Plumbing to complete the repair and Judi could request a bid to possibly install a “Hot-Line” in the pipes.
 - Action: Julie will contact Streamline Plumbing to repair the break and Judi will request a bid.

NEW BUSINESS

- Item: Clubhouse Wi-Fi
 - Discussion/Summary: Ronda had not yet had the opportunity to provide contact names to Mike for price negotiation.
 - Board Decision: Trent stated he would follow up with Ronda inquiring on the status.
 - Action: Trent will follow up with Ronda inquiring on the status.

- Item: Mailboxes (Ice/Snow on Sidewalks)
 - Discussion/Summary: Ronda stated the homeowner concerned about the mailboxes, and requesting they be moved to a south side, is talking with the post office directly.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Clubhouse Usage/Insurance Coverage
 - Discussion/Summary: Judi had informed the Board that a homeowner who was to reserve the clubhouse inquired on the requirement that the agreement states homeowners must have no less than \$1,000,000 in insurance coverage to use the clubhouse. After review, it was determined the statement was for the Association due to the lease with the Town of Erie which they have.
 - Board Decision: The Board determined homeowners did not need one million dollars in insurance coverage to use the clubhouse and will remove that paragraph from the clubhouse agreement.
 - Action: The paragraph will be removed from the clubhouse agreement and once completed the Board would notify Judi so the agreement can be updated on the Association’s website thru MSI.

NEWSLETTER ITEMS

- Upcoming Events
- Ice/Snow Removal

WEBSITE ITEMS

No items at this time.

REVIEW OF INVOICES / SIGNING OF CHECKS

The checks were signed per their attached invoices.

NEXT MEETING DATE, TIME & LOCATION

The next meeting will be held Tuesday, March 16, 2010, beginning at 6:00 p.m. at the Community Clubhouse.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:00 p.m.