

Grand View Park Homeowner's Board (BOD) Meeting June 20, 2015

Members Present: Terry Sullivan (President), Richard Carande (Vice President) Lisa Simpson (Secretary), Gus and Louise Steneck (Treasurer), Tom and Teresa Snyder, Ralph Hayes (Mr. Dumpster).

Meeting Convened at 8:00 am at 237 Trail Ridge Drive, Grand View Park, Sullivan's House

Summary of the Annual Meeting: For the benefit of the Snyders, Terry Sullivan summarized the events of the 2015 annual meeting on June 13, 2015.

Annual Meeting minutes draft were reviewed for content and accuracy. Typos and corrections were addressed and then the minutes were finalized. Lisa forwarded the minutes to Richard Carande who will post them on the GVP website.

2015 Work Plan:

Are there any outstanding mandates like culverts, roads or road grading that should be addressed? Yes, road grading should be ordered at least 2 times per year. (Action Item)

A. Communications and Website

Encourage everyone and make it easy to view the website on a regular basis. Richard can do this easily and frequently by email newsletters and email notices when minutes are posted.

Post the Budget on the website for public viewing

Do we need to pay dues online? Richard – this may not be necessary—the ability is there but only one member paid online last year – board agrees let's use paper billing so as to get original, wet signatures on proxies and access permission signatures (allows GVP Board to publish member information in the directory) along with the dues payments on an annual basis.

Proxy – traditionally sent with dues payments in January each year. Question raised if we could lower the percentage of votes needed for a quorum? Something to think about.

B. Frequency of Member Newsletters: Richard is investigating efficiency and cost options for the optimal website presence v. cost. Currently the website costs \$720.00 annually. We are paid up through September 2015 so we shall make any changes before October.
Electronic Newsletter by Season

C. Schedule of Meetings: BOD meetings will be quarterly June, October, March, May

D. Finances and Review:

Tom S. asked if it is required that dues = expenses. Louise said it is not required.

Section 4.06 a.i states that dues will be assessed annually. Financial Review showed the repair and purchase of a new laptop printer/copier/fax which are now GVP assets

New software of Quickbooks, Norton 360 and other software are now GVP assets as well. Bank Statements were reviewed and all financials look in order.

Review of Attorney's Fees: Jeff Herren

Review of HOA Paid retainer prior to 2014 Meeting:

8/11/2014 \$382.50 Paid

8/6/2014 \$2500 retainer paid for bring docs into compliance

9/2/2014 \$1450.95 attorney bill against the initial \$2500 retainer

6/4/2015 \$1049.00 lawyer refund deposited back into HOA account

Thus, \$1833.45 total was paid to attorney to have 9 policies written in compliance with the State HOA guidelines.

Dues Schedule and Payment Date: Discussion about the payment date of the dues and approval of the budget. Louise felt that there is a disconnect to pay dues in January before the budget is approved in June. The board discussed that if the payment of dues was after the annual meeting in June then we could approve a budget and dues would be in sync. The dues billing could go out July 1 and then be due by August 1st.

2016 would be the transition year for this change of date for the dues payment.

This is how the transition year could work. In January of 2016, Louise would send out a ½ year billing for \$100. Then, we would conduct our annual meeting and approve the budget and dues that are in sync with the budget expenses. In July of 2016, a new billing would be sent out by Louise for the entire year July 1, 2016 through June 30, 2017.

- E. GVP Address and set up of Post office Box at GVP Mail Station: Terry will take evidence of address to the Post office and make his home address the address of record so that GVP may receive community mail in PO 3 at the entryway mail box.
- F. Establishing a new venue for annual meetings: Terry will look into finding a new venue for annual meetings perhaps the Western Riviera events center on the lake. Lisa suggested this would be a nice change and we could hold the annual BBQ on the lake at the beach immediately following the meeting and establish this well-loved tradition.
- G. Compliance: Louise reviewed the billings for the attorney that began work on getting 9 policy areas in our association documents revised and in compliance with the State guidelines. These draft policies which were drafted August of 2014 will need to reviewed, voted on and codified. We will have an agenda item on the October BOD meeting to discuss codifying the policies that were prepared by the attorney.
- H. The board will review the draft policies. The BOD noted that emails with discussion of these items and all policy items will be stored in a folder, thumb drive and posted so that they are made public as required.

Community Projects

- A. Light at Entrance. Scott Turan of Grand Lake Electric has been contacted and will fix the light at the entryway. It may need a new battery. History of Repairs on the entryway sign. 2011: Bill paid for \$259 for new battery. 2012: Derek had a discussion with Scott Turan, electrician and they did not agree on the method of repair. Derek had Carlton Pearlman Electric put in a solar controller for \$352.00. Lynn Malisani's friend who is an electrical engineer also worked on the sign in 2013 for \$211.00. All three bills were paid. The vendor of record who installed the light, Scott Turan, will be the one that we hire to actually complete the repair this summer.
- B. Entryway Landscaping – everyone agreed that it is time to upgrade the landscaping at the entryway. Terry offered to speak with Pearl Landscaping outside of Tabernash and see if they could give us some ideas, rendering and estimates of what a \$3000, \$4000 and \$5000 plan might look like to be discussed at our next Board meeting in October.
- C. Burn Pile – Ralph has a permit and we will wait until the cooler fall/first snow to do the burning.

Resolution: The Board of Directors resolves that the signatories on the US Bank GVP Bank account will be Terry Sullivan and Louise Steneck. Lisa Simpson made the motion and Richard Carande seconded that motion. The BOD notes that anything larger than \$1000 will have two signatures and if the reimbursement is for Louise Steneck such as postage, the other signatory will sign the check to Louise for reimbursement.

Action Items:

- ★ Terry and Ralph will call Bob's Blade Service
- ★ Louise will look for a certified accountant or CPA to do an audit or "review" of the books
- ★ Keith Everhart – Snowplowing shall be contacted by Louise for change of address purposes
- ★ Louise S will get the signatures transferred to Louise Steneck and Terry Sullivan at US Bank.
- ★ Terry will follow up with Scott Turan, Electrician, get his old bill paid (we think it is a couple hundred dollars) and get entry light fixed
- ★ Ralph will assess the trash pick-up frequency and cut it off after Christmas. Also, Ralph will talk to the dumpster folks about whether a lock on the enclosure is advisable and/or raising the walls of the enclosure to prevent people from outside the community using the dumpster to deposit their trash.
- ★ Terry will go to the post office with (2) pieces of evidence of address in order to establish a GVP mailbox PO 3 at the entrance to the community. *end*

Final Discussion and Adjournment at 10:40 am. Prepared by Lisa Simpson