

# **BURNING TREE RANCH HOMEOWNERS ASSOCIATION**

## **Board of Directors Meeting**

**January 22, 2013**

### **Opening:**

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Debra Quella at 6PM on January 22, 2013 at the home of JoAnna and Chuck Halda. Joanne Sistek took the minutes for this meeting.

### **Present:**

Present were: Carol Alexander, JoAnna Halda, Debbie Quella, and Joanne Sistek.  
Guest: Louise Leone.

Excused: Kirby Ross

### **Agenda**

Items On the Agenda: Approve minutes from last Board meeting and President's Report, Treasurer's Report; Committee/Project Reports and Board Assignments, Old Business, New Business, and Assignments.

### **Approval of Minutes**

**Carol Alexander motioned to approve the minutes of the November 13, 2012 BTRHOA Board meeting. JoAnna Halda seconded and the motion carried unanimously.**

### **President's Report**

Debbie Quella filed the Corporate Annual Report with the Secretary of the State of Colorado. She also renewed the Adopt-A-Road program for 2013.

The board received a notice from Ron Searle Jr. that Laurie's last name was printed incorrectly in the Directory. Debbie sent Ron an e-mail apologizing for the error, and advising that lists and labels would be corrected immediately, and that the correction would be made to the Directory prior to its next printing.

Debbie Quella received a call from the owner of one of the undeveloped properties in BTR, announcing they are putting their property on the market. She expressed her observation that the house and fencing next door to her property appeared to be in some disrepair, and was concerned it could adversely affect her ability to sell her lot. Debbie agreed to investigate and talk with the homeowner.

### **Treasurer's Report**

Kirby Ross electronically provided the Board with the November and December 2012, Treasurer's Reports for their review.

**Debbie Quella motioned to approve the November 2012 Treasurer's Report; Carol Alexander seconded the motion and the motion carried unanimously.**

**JoAnna Halda motioned to approve the December 2012 Treasurer's Report. Debbie Quella seconded the motion and the motion carried unanimously.**

Kirby Ross, who was unable to attend January's board meeting, will present a membership update at the February board meeting.

### **Committee/Project Reports and Board Assignments**

Hospitality:

The Bryer's house sold. Scott and Cheryl Lindberg are the new owners and hope to move in to their home early in February 2013. Scott Lindberg expressed they wanted to be BTRHOA members. Joanne Sisteck will take a Directory and form to them once they get settled in their home.

Joanne Sisteck will do ongoing updates to the directory and labels as names and info change.

Trash Bash 2013: Nothing new to report.

Adopt-a-Road: Debbie Quella completed the renewal agreement for the 'Adopt-a-Road Program' for 2013 and submitted it to Douglas County.

Architectural and Environmental Control Committee: No new updates

Fire Mitigation: The BTRHOA was contacted by the State Forestry Department about available fire mitigation funding for those who apply and are approved for grant funding. She will send a communication to all BTR residents advising of these available funds, and will complete the application (which must be submitted by February 15, 2013), once she has received feedback from residents interested in participating in the grant.

Well Adjudication: Nothing new to report.

Community Planning/Zoning:

Franktown Development (ZR2012-008) - Mike Mullinex volunteered to be the liaison for the Douglas County Franktown Citizens Coalition concerning the proposed new development in Franktown.

JoAnna Halda will try to contact a friend who can contact Mr. Partridge, a new Douglas County Commissioner, and Steve Boand. We will then try to arrange a meeting with Mr. Partridge concerning the water issue in planning the Franktown community project.

## **Old Business**

Covenants Update – JoAnna Halda will contact Dale Goulette (Notary) to coordinate times to solicit signatures for covenant signing.

Opinion Letter – Kirby Ross will update the Board on this matter at the February board meeting.

Culvert and Sign Update – The County has installed the corrected sign at the corner of Burnt Oak Drive and Burning Tree Drive. They have also placed large granite rock inside the deep culverts and surrounded the culverts with reflector posts to mitigate risk to automobiles and pedestrians.

## **New Business**

Policies and Procedures: Debbie will review the Policies and create proposed language outlining a procedure for making changes to the covenants' pursuant to a request made by residents at the Annual Meeting.

Update the website. Dale and Debbie will be meeting separately to discuss updating the website.

Quarterly e-mail newsletter – The board decided that the newsletter would not be published on the website, since it is a benefit for dues paying members only. The first newsletter will be sent to all BTR residents, as an effort to solicit new HOA members, but subsequent newsletters will be sent only to current HOA members. It was also agreed that the first newsletter would list the names of all board members, and that subsequent issues would contain a brief write-up about each individual board member.

Fire Mitigation – The board will update the CWPP, over the course of the year. Debbie will solicit feedback on interest in fire mitigation from homeowners to prepare the application for grant funding, which must be submitted to the Forestry department by February 15<sup>th</sup>.

## **Assignments:**

Debbie: Contact Sean Searle concerning Mary Kelly's request. Write draft language regarding policies and procedures on covenants' revisions– due March meeting. Call Dale Goulette about website cleanup. Add Board members name and positions to the newsletter. Call Judy Wilson and see if she would be willing to be a contact person for the Fire Mitigation grant, in the event residents are unable to reach Debbie about questions.

JoAnna: Contact Steve Board, Margo Knutson, and Commissioner Roger Partridge regarding sustainable water issue in reference to the Franktown Development Master plan. Contact Dale Goulette to set up meetings for covenant signing.

Joanne: Help coordinate signing of covenants. Take a directory and BTRHOA membership form to new residents, the Lindbergs.

ALL: Drive around and look at the culverts for any remaining safety issues.

**Next Meeting date and place:** The Board discussed changing the meeting time for future board meetings from the second Tuesday of the month to the third Tuesday of the month. If this is not suitable for all board members, then this proposal may be placed on the agenda for discussion at the February meeting. The next meeting of the Board will be held at 7:00 pm on Tuesday, February 19, 2013 at JoAnna Halda's home.

### **Adjournment**

**A motion was made by Carol Alexander to adjourn the meeting at 9:00 p.m. It was seconded by Debbie Quella, and carried unanimously.**

Minutes submitted by:

Joanne Sistik, BTRHOA Secretary

Approved by: