

BURNING TREE RANCH HOMEOWNERS ASSOCIATION

Board of Directors Meeting

January 21, 2014

Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Debra Quella at 7:09 PM on January 21, 2014 at the home of JoAnna and Chuck Halda. Joanne Sistek took the minutes for this meeting.

Present:

Present were: Joanne Sistek, JoAnna Halda, Debbie Quella, and Mark Winkler

Excused: Carol Alexander

Agenda:

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

Approval of Minutes:

The Board reviewed and discussed the minutes from its meeting held on November 19, 2013.

Joanne Sistek motioned to approve the minutes of the November 19, 2013 BTRHOA Board meeting. Mark Winkler seconded, and the motion was carried unanimously.

Annual Meeting minutes: The Board discussed making some minor revisions to the draft of the Annual Meeting minutes of September 30, 2013. Debra will make the changes and send out for a final vote.

President's Report:

Deb advised that the Board, through its fire mitigation committee, should begin planning communications with all residents of BTR to keep them updated on maintaining a fire-wise community, including an educational meeting. Any updates or changes from the Forestry Department will be passed along through these communications and gathering. Deb recommended forming a Fire-wise Committee to replace the Fire mitigation committee, and broaden the scope of this committee's responsibilities. To expedite this Deb suggested we invite someone from the Forestry Department to an upcoming board meeting. The Chair for this committee would be responsible for coordinating the update of the wildfire mitigation plan, pursuing grant funding 2014-15

for fire mitigation, and for organizing and leading the training sessions for residents. The Board concurred with this recommendation.

Debra sent a letter out to the neighbor about whose barking dogs the Board had received a complaint. No response was received from the neighbor, nor has the amount of barking appreciably changed.

The annual corporate renewal was filed with the Secretary of State.

Treasurer's Report:

The Board reviewed and discussed Treasurer's Reports submitted by Kirby Ross for November and December 2013.

Debra Quella motioned to approve the November 2013 Treasurer's report. Joanne Sistik seconded, and the motion was carried unanimously.

Joanne Sistik motioned to approve the December 2013 Treasurer's report. Mark Winkler seconded, and the motion was carried unanimously.

2014 Budget: Mark will be revising the proposed 2014 budget. The Budget will be emailed to us for review and voting.

Committee/Project Reports and Board Assignments

Hospitality: Joanne Sistik will chair this committee. She said she would welcome the new people when they move into 8949 Burning Tree Drive, Lot 27. New residents will receive a copy of the Burning Tree Ranch Directory, the fire-wise amendment, a copy of HOA benefits and an invoice for joining the HOA.

Neighborhood Clean-Up / Adopt-a-Road: JoAnna Halda will chair this committee. Nothing to report.

Trash Bash/Swap Meet/Picnic: JoAnna Halda will chair this committee. Nothing to report.

Architectural and Environmental Control Committee: Mark Winkler will chair the Architectural committee. Lot 42 excavation and building plans have come to a halt due to contractor issues. Mark will prepare a letter to the resident with the bike track asking if they obtained a permit from the county to build the track, and advising that if they did not, the Board would withdraw its tentative approval of the project, because of their failure to meet each of the requirements upon which approval was contingent.

Fire Mitigation: Debbie Quella will chair this committee. Deb will contact the Forestry Dept. Fire-wise plans need to be given to Wyatts, Lindbergs, Gilberts, and new people on Lot 27

Well Adjudication: Curtiss Wonsik will continue to be the primary contact for well adjudication.

Community Planning/Zoning: Carol Alexander will chair this committee.

Old Business

Covenants Signatures Update: Deb, Carol and Joanne will continue to work on obtaining signatures agreeing to proposed amendments.

Attorney Opinion letter: Debbie advised that Kirby had forwarded the draft of the opinion letter, and she had approved it. The final copy should be available within a week.

Franktown Development: Debbie updated the Board with the latest information she had obtained from Mike Mullinnix. He advised that the Franktown Citizens Coalition II has been officially reconvened, and has met. The developer had still not resubmitted their application, but likely will by end of February. Public hearings would be held five to nine months after application re-submission.

Newsletter: Deb has completed the newsletter and it was approved by the board and will be sent to Dale for distribution via email.

Policies and Procedures: Nothing new to report.

Update the website. On going

New Business

2014 Dues Invoicing: The Board decided on a date the annual invoice for this year's HOA dues will be sent to all residents. Deb will make revisions to the invoice we discussed at this meeting. In addition to invoicing for payment of the \$75 annual dues, the invoice will also request residents to update any personal information, provide a narrative of each of the committees and provide a mechanism for residents to select committee(s) on which they'd like to serve. Deb will send the "final" invoice to board members for review before January 24, 2014. Mark proposed we include a due date no later than March 31st to return the invoice. The invoice will also include, "Make check payable to: BTRHOA". The Board approved Debbie's draft of the benefits letter that will also accompany the invoice. Joanne Sistik will send out the packets to all residents. Directories will be included in packets to residents who have not yet received one.

Website ads: **Debbie made a motion to permit companies outside the subdivision to place ads at the board's discretion and approval for a nominal fee of \$15 for 6 months to cover the administrative fee for placing the ad on the website and monitoring the amount of time it stays on the web. Burning Tree Ranch HOA members in good standing may place an ad free of charge. Joanne Sistik seconded the motion. The motion was carried unanimously.**

Contractor or business referrals from Burning Tree Ranch residents may also be added to the website at no charge. Residents may also have complimentary space for want ads.

Assignments:

Debbie, Joanne Sistek, and Carol: Continue getting signatures for covenants.

Joanne: Send out invoice packets to all residents before the end of January, 2014.
Changes to the Directory: Change any personal info on Directory template as received.
Put 2015 on next year's directory.

Carol: Come prepared to give updates on signatures for covenants received.

Deb: Deb will contact the Forestry department about attending an upcoming Board meeting, and to learn what updates should be included in BTR's updated CWPP.

JoAnna:

Mark: Update 2014 budget. Draft letter for the property-owner with the bike track stating that the Board's approval was contingent on the owner obtaining a County permit, which tentative approval would be rescinded if no permit was obtained. Find a 3rd member for the Architectural & Environmental Committee.

Next Meeting date and place: The next meeting of the Board will be held on February 18, 2014 at 7pm at Debra Quella's home.

Adjournment

A motion was made by Mark Winkler to adjourn the meeting at 9:40 p.m. It was seconded by Deb Quella, and carried unanimously.

Minutes submitted by:

Joanne Sistek, BTRHOA Secretary

Approved by: