

BURNING TREE RANCH HOMEOWNERS ASSOCIATION

Board of Directors Meeting

September 9, 2014

Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Debra Quella at 7:11 PM on September 9, 2014 at the home of Chuck and JoAnna Halda. Joanne Sistik took the minutes for this meeting.

Present:

Present were: JoAnna Halda, Debbie Quella, Joanne Sistik, Carol Alexander, and Mark Winkler.

Agenda:

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

Approval of Minutes:

The Board reviewed and discussed the minutes from its meeting held on August 19, 2014.

Mark Winkler motioned to approve the minutes of the August 19, 2014 BTRHOA Board meeting. Carol Alexander seconded, and the motion was carried unanimously.

President's Report:

Debra discussed a noise nuisance complaint she received about a device intended to deter woodpeckers.

It was noted that the unsightly mattresses that were lying in a resident's front yard have been removed.

The Board discussed the observation made by several residents that chickens and a rooster have been heard, suggesting that one or more neighbors may be housing poultry, in violation of BTR covenants (and Douglas County regulation, in the case of a rooster). This topic will be raised at the Annual Meeting, as well as a reminder that Covenants apply to all residents, and that there is a process for amending the Covenants should residents wish to make changes to them. The newly-revised Policies and Procedures, which will be distributed at the Annual Meeting, spell out specific steps residents are to follow when wanting to bring forth proposed amendments for the Board to consider.

The Board discussed a complaint received about kids riding motorized vehicles on their own properties and on the streets. Debra responded to the complainant.

Carol Alexander brought up a question she received from a neighbor about a structure that in his opinion wasn't complementary to the property adjacent to theirs, and whether that structure had been approved by the Architectural Committee. The Board agreed to research the question.

Treasurer's Report:

Mark Winkler submitted the August 2014 Treasurer's Report, the Annual Financial Statement to present at the Annual Meeting, and the 2015 proposed HOA budget for the Board's review and discussion.

Debra Quella motioned to approve the August 2014 Treasurer's report. JoAnna Halda seconded, and the motion was carried unanimously.

Debra Quella motioned to approve the Annual Financial Statement and Carol Alexander seconded. The motion passed unanimously.

Carol Alexander motioned to approve the draft 2015 Budget and Debra Quella seconded. The motion carried unanimously.

Debra advised that the Notary who can assist with notarizing signatures approving the amended changes to the covenants charges \$5.00 per signature.

Debra Quella motioned to approve paying the Notary \$5.00 per signature; Joanne Sitek seconded and the motion passed unanimously.

Committee/Project Reports and Board Assignments

Hospitality: The Board tentatively scheduled the Holiday Party to be held on December 6, from 5pm-9pm, subject to the wishes of the as yet unidentified host. Debra asked Joanne Sitek to convene a meeting of the Hospitality Committee for the purpose of identifying a host and to begin planning the party. The Board members suggested various residents the Committee could call.

Trash Bash/Swap Meet/Picnic: Mark reported that we still haven't received a bill for dumpsters.

Neighborhood Clean-Up / Adopt-a-Road: The board decided that we will have the usual donuts and coffee in the morning before starting with the clean-up. The time for this event is scheduled from 10am-Noon.

Architectural and Environmental Control Committee: Nothing new to report

Fire Mitigation: No response from the arborist yet on utilizing chipper/shredder.

Well Adjudication: Nothing new.

Community Planning/Zoning: Nothing new to report.

Old Business

Covenants Signatures Update: Ten additional signatures have been obtained, making a total of 21 signed to date, out of the required 44 to meet the 66 2/3 vote requirement. The Board discussed dates the Notary is available, and JoAnna offered her home as a meeting place. The Notary is also available to go door-to-door.

Website: Nothing new to report

Policies and Procedures: The Board went through the proposed revised Policies and Procedures that Debra rewrote and distributed to the Board for comment in August. Discussions were held paragraph by paragraph, addressing each of the comments made by contributing Board members. Debra will revise procedures to incorporate all changes agreed-upon at this meeting, and the Board will vote electronically to approve the final. Joanne Sistek in her capacity as HOA Secretary, and Debra Quella, in her capacity as HOA President will sign the cover page.

New Business

Annual Meeting: Deb secured the venue for the annual meeting on September 23, 2014 at the Franktown Fire Hall from 6:30pm-9:00pm. Topics to be discussed at the Annual Meeting this year will be; the President's Year in Review report; the Treasurer's Annual Budget Report; the update on the Franktown Development; revised Policies and Procedures; Proposed Amendments to the Covenants; the tentative date and place for this year's Christmas party and an open forum for discussion. Guest speakers: JoAnna, will ask Dave Weaver, the new Douglas County Commissioner, and Tony Spurlock, the Interim Douglas County Sheriff, if they can attend. Handouts will include the new Policies and Procedures, proposed amendments to the Covenants, Summary Treasury Report and Proposed 2015 Budget, HOA Board Year-In-Review, and Sawfly Fact Sheet. Refreshments will be cookies and beverages.

Newsletter – Carol Alexander will be highlighted in this quarter's Newsletter; she will send Debbie a write-up. There will also be info on our annual Neighborhood Clean-up/adopt-a-road project, as well as an announcement of our Homeowner's Annual Meeting.

Assignments:

Debbie, Joanne Sistek, and Carol: scheduled Thursday, September 11th at JoAnna's house from 6-8pm to sign covenants and from 8-9 we will go to any residents' house who couldn't come to Halda's. Will meet as often as necessary to secure signatures before the Annual Meeting.

Joanne: Convene Hospitality Committee to decide venue for holiday party. Prepare sign in sheet for Annual meeting. Spread sheet should include. Lot #, Name, address, current email and current phone no with space to fill out. Make copies of hand-outs for Annual Meeting.

JoAnna: is bringing the cookies and beverages to the annual meeting.

Deb: Finalize Policies and Procedures and distribute to Board for electronic vote.
Prepare Year-In-Review. Write 4th quarter newsletter and send to Dale for distribution.

Mark: Prepare 2014 Summary Treasurers Report and 2015 Budget.

Next Meeting date and place:

The next meeting date will be decided following the Annual Meeting.

Adjournment

A motion was made by Debra Quella to adjourn the meeting at 11:20 p.m. It was seconded by Mark Winkler and carried unanimously.

Minutes submitted by:

Joanne Sisteck, BTRHOA Secretary

Approved by: