

BURNING TREE RANCH HOMEOWNERS ASSOCIATION

Board of Directors Meeting

January 21, 2015

Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Carol at 2:05 PM on January 21, 2015 at her home. Joanne took the minutes for this meeting.

Present:

Present were: Carol Alexander, Debra Quella, Joanne Sistek, and Mark Winkler. JoAnna Halda was excused.

Agenda:

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

Approval of Minutes:

The Board reviewed and discussed the minutes from its meeting held on December 2, 2014.

Joanne motioned to approve the minutes of the December 2, 2014 meeting. Mark seconded, and the motion was carried unanimously. Debbie will issue the revised minutes via email after the meeting.

President's Report:

Carol emailed to new resident at 8175 Burnt Oak Trail the information they requested. Carol received a notice from the Rural Water Authority announcing a meeting to be held at the Phillip S. Miller Building in Castle Rock on January 28 at 7pm. Douglas Co alternatives water program will be discussed. There will also be a bi-annual meeting on May 2. Carol will have Dale post to this information to the website for interested parties. Carol and Debbie are meeting at 11am, Thursday 22 January to change the PO box name and Bank information into Carol Alexander's name. Mark was requested to join Carol and Debbie since his name is on the accounts as well. He agreed to do so. Carol will check past emails from the County Commissioner during the last two months in 2014 to see if any important information was disseminated.

Treasurer's Report:

Mark Winkler submitted the November and December 2014 Treasurer's Reports.

Joanne motioned to approve the November 2014 Treasurer's report. Debbie seconded, and the motion was carried unanimously.

Carol motioned to approve the December 2014 Treasurer's report. Debbie seconded, and the motion was carried unanimously.

Dues Invoicing for 2015: Dues invoices will be mailed out by the end of January 2015.

Committee/Project Reports and Board Assignments

Hospitality: Everything went extremely well for the December holiday party this year. Approximately 30 to 40 participants thoroughly enjoyed themselves. Several new residents were in attendance, as well as seasoned members of the community. The planning committee was very effective in fulfilling their assignments—the food was delicious and the decorations exquisite. The Reeds were acknowledged for hosting the fabulous festivities. Joanne will follow-up with Marianne and see if there are any leftover non-perishable food/beverages/hospitality items that should be stored for future events.

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

Neighborhood Clean-Up / Adopt-a-Road: Debbie signed new contract for 2015 and sent it in to the Department of Public Works, Engineering Traffic Services.

Architectural and Environmental Control Committee: Mark needs to talk to a resident about shed(s) that are being built on a given property and request that a written plan describing the specifications for the buildings be submitted to the Architectural and Environmental Control Committee for approval. A variance may need to be requested for the second shed.

Fire Mitigation: So far, Debbie has followed up several times about our CWPP (Colorado Wildfire Protection Plan) but still has not received a final comment from Christina on her review of our current CWPP. Fire mitigation will be an ongoing goal for 2015. Once we receive a critique from Christina, we will specify exactly what we want to accomplish this year for our CWPP. Debbie will continue to follow-up with Christina to get feedback on our current CWPP plan.

We will make this plan a part of the handouts given to new residents.

Well Adjudication: Nothing new to report.

Community Planning/Zoning: Debbie is planning to attend the water authority meeting on January 28, 2015 since Carol is going on vacation.

Old Business

Dues Invoicing 2015: Mark brought draft revisions on the invoice form to the meeting. His suggestions were accepted after discussion by Board members. One additional

clarification comment was added to the paragraph on committees, "please check any committees on which you would like to serve or continue to serve in 2015 even if you have served in prior years".

Defer agenda item 2015 Frequency of Newsletters till the February Board meeting.

Website: see below

New Business

Assignments:

Joanne Sistik: Send out 2015 Dues Invoices including Benefits of Membership. Joanne will update document. Mail invoices by January 31. Prepare a spreadsheet for committees to add volunteers.

Continue to ask residents if they would consider signing the amended covenants since we need only a few more signatures from homeowners. Continue to provide the handout of the proposed amendments previously provided to residents so individuals are fully apprised of the amendments for which we are seeking approval. Assignments were made for Mark, Joanne, and Debbie to make specific contacts.

Debbie briefly talked via phone with Dale about the need to update the website, such as adding clearly marked tabs for board minutes (put past year of minutes, along with current minutes only), treasurer reports, covenants, policies and procedures, and other corporate documents such as bylaws, articles of incorporation, and newsletters. Both will meet in near future to formulate what the ultimate vision should be for the website. Debbie will bring the finalized vision to the board for review and approval. This vision will ultimately be communicated to all residents. Debbie has scheduled a meeting with Dale the first week in February to begin dialogue about improving the website. All of the Board members are interested in modernizing the website. Carol specifically asked both Debbie and Dale to address the home page of the website to make it more current and welcoming.

Next Meeting date and place:

The next meeting date will be Tuesday, February 24, 2015 at 630pm.

Adjournment

A motion was made by Debra Quella to adjourn the meeting at 0430 p.m. It was seconded by Mark Winkler and carried unanimously.

Minutes submitted by:

Joanne Sistik, BTRHOA Secretary