

BURNING TREE RANCH HOMEOWNERS ASSOCIATION

Board of Directors Meeting

February 24, 2015

Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Carol at 7:20 PM on February 24, 2015 at the home of JoAnna. Joanne took the minutes for this meeting.

Present:

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

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 January 21, 2015. Highlight all motions in red and refer to first names only. Carol will send out final version of January 21, 2015 minutes for approval after minor changes are made.

President's Report:

Carol emailed Marc Ness, Project Manager for the architectural firm KGA, which is building the house on Lot 11. She answered questions about covenants and the Architectural and Environmental Control Committee. Marc specifically wanted to know who to contact regarding the submission of review plans for a new home. She referred him to Mark for exact information that needs to be submitted to the architectural committee, as well as time frames. Carol also sent Marc copies of our HOA covenants and current Policies/ Procedures.

Treasurer's Report:

Mark Winkler submitted the January 2015 Treasurer's Report.

Debbie motioned to approve the January 2015 Treasurer's report. JoAnna seconded, and the motion was carried unanimously.

Committee/Project Reports and Board Assignments:

Hospitality: Joanne will officially greet our newest residents on behalf of the BTRHOA.

Trash Bash/Swap Meet/Picnic: Mark reported that we still haven't received a bill for dumpsters for 2014 Trash Bash.

Neighborhood Clean-Up / Adopt-a-Road: We did get the new contract from Douglas County, Dept. of Public Works, Engineering Traffic Services.

Architectural and Environmental Control Committee: First, construction has been started on the home located on Lot 42. Second, Mark phoned and emailed the residents building new sheds on their property. At this point, he has not received an official written response. Unless Mark hears from the residents this week, he is to send a registered letter to the residents stating that the board is awaiting a response from them within 10 business days. He will cite the covenants regarding the construction of 2 buildings on their property and remind them that they need to submit a formal request for approving the first building, along with a request for an approval variance on the second building.

Mark motioned to approve Judy Wilson to be admitted as a member of the Architectural committee. Debbie seconded and the motion was carried unanimously.

Fire Mitigation: There will be a Mitigation Seminar on Saturday February 28, 2015 at the Franktown Fire hall. Debbie and Joanne plan to attend barring inclement weather or emergent priorities.

Well Adjudication: Nothing new to report.

Community Planning/Zoning: Nothing new to report.

Old Business

Revised covenants: Both Mark and Debbie contacted several people to get their signatures for approving the proposed revised covenants. Debbie plans to meet with one person the first week of March. Progress continues on getting the remaining 6 signatures. Because of ongoing concerns from individuals who want chickens to be allowed in BTR, Debbie has agreed to be the Board representative who works with a coalition who wants to draft an amendment to the existing covenants. One community member has agreed to spearhead the initiative.

Website: Debbie met with Dale about updating the BTR website. He has already revised the home page and deleted outdated information. They also discussed the formulation of well marked tabs on the site, so viewers can rapidly find information they need. For example, tabs will be created for Board minutes, Treasurer Reports, Covenants with Amendments, Policies/Procedures, and Historical Documents. Also discussed were ideas on how to make sensitive parts of our website password accessible to BTRHOA members with the option of distributing a separate password that could be temporarily accessed by realtors to communicate information to potential buyers. (*Put on agenda for next meeting what temporary people would be allowed access*). Dale will create a PDF for minutes and treasurer reports for the web and only keep one years' worth on the website. Debbie will keep the Board informed of future

progress. Work on improving the website will be highlighted in the upcoming Newsletter.

New Business

Frequency of Newsletters: The Board discussed perceptions regarding the current frequency of quarterly newsletters, along with the associated work of preparing those newsletters. Carol asked members about the pros/cons of quarterly newsletters versus a plan that reduced the frequency. As the author of past newsletters, members were particularly interested in Debbie's perspectives. After deliberation, the Board members decided on sending 3 Newsletters to BTRHOA members per year: April 1, August 1 and November 15.

Assignments:

Mark: Follow-up with resident regarding construction of sheds on property.

Joanne: Update spreadsheet for committees to add volunteers. Send out a follow up invoice letter the first week in April. Email resident a copy of the updated covenants and signature page asking the individual to take page to a notary or arrange for Dale to notarize. Do the same for any new residents.

Debbie: Email the Board the revisions she and Dale discussed for the website. Articulate what the vision is for the website on an ongoing basis. Complete newsletter prior to April 1st.

Next Meeting date and place:

The next meeting date will be Tuesday, March 17, 2015 at 700pm at JoAnna's home.

Adjournment

A motion was made by Debbie to adjourn the meeting at 0940 p.m. The motion was seconded by Mark and carried unanimously.

Minutes submitted by:

Joanne Sistek, BTRHOA Secretary