

BURNING TREE RANCH HOMEOWNERS ASSOCIATION

Board of Directors Meeting

February 9, 2017

Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Carol Alexander at 0640 on February 9, 2017 at the home of Joanne Sistik. Joanne took the minutes for this meeting.

Attendees:

Present were: Carol Alexander, Sylvia Andrus, Tamara Thiess and Joanne Sistik. Debbie Quella attended by phone.

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.

First order of business was reminder to get Sylvia set up as the new Treasurer by arranging to confirm her name for the checking and savings account at Wells Fargo and updating the Board names on the liability policy.

The Board discussed a day/time to conduct our monthly meetings on a regular basis. The decision was to meet the 2nd Thursday of the month from 6:30 pm-8:30 pm.

The next order of business was the appointment of Board officers for 2017. Sylvia Andrus expressed her desire to serve as Treasurer. Debbie Quella agreed to temporarily chair the Hospitality committee. We talked about appointing the Chairman of the Architectural Review Committee (ARC) and, possibly, the Hospitality Chairman as ex-officio members of the board. Carol clarified that she was waiting to hear from Brian Hutter in response to an email request to be the Chairman of ARC. Tamara Thiess agreed to write the minutes for our meetings as part of the responsibilities of the Secretary, while Joanne Sistik would continue to do other administrative duties, such as sending out dues invoices and updating the 2017 Directory.

Board responsibilities for 2017 were formulated: Carol will continue as President, Debbie will continue as VP, Tamara will assume the Secretary position relative to taking meeting minutes, Joanne will assume VP position, along with fulfilling some secretarial administrative duties; and Sylvia will serve as Board Treasurer. Debbie motioned to approve the delineated Board responsibilities for 2017; and Joanne seconded the motion. The motion was passed unanimously.

Approval of the 10/27/16 minutes: Joanne motioned to approve the October 27, 2016 minutes with two names associated with ARC activities being changed to lot numbers; and Sylvia seconded the motion. The motion was carried unanimously.

Presidents' Report:

Carol sent a thank you to Mark for serving three years as Board Treasurer and Chairman of ARC. She responded to an email from Doug Ostby. She followed up on the current status of Franktown Village Development Project application (see report under Community Planning Committee). Finally, she has been working to find a replacement Chairman for ARC.

Treasurer's Report:

Sylvia reviewed the Treasurer's report through the end of December 2016. Carol motioned to approve the December Treasurers report; and Tamara seconded the motion. The motion was carried unanimously.

Committee Project Reports:

Hospitality—Christmas party was very successful and well-attended. The hospitality by Cheryl and Scott Lindberg was stellar. The food was outstanding. Carol noted the gracious hospitality of many neighborhood women who brought side dishes and desserts to complement the primary items provided via the HOA budget.

Trash Bash—We need to pick a date sometime in early June at the upcoming March Board meeting and determine who will schedule dumpster bins and establish staffing schedule.

Neighborhood Clean-up/Adopt-a-Road--We need to pick a date sometime in early May at the upcoming March Board meeting to conduct the Adopt-A-Road event that was postponed from 2016. We can have another Adopt-A-Road event in the fall to keep on track with our 2017 regular scheduled time of year.

Architectural/Environmental Control—Mark sent us 2 approval letters completed in December for the Lot 39 garage project and the Lot 43 construction of an antenna for receiving internet service.

Fire Mitigation: Status of CWPP—. Revision of CWPP--put back on agenda for March for discussion of proposed timing for completion of this project. We need to print and distribute to homeowners in 2017

Well Adjudication—Nothing new to report.

Community Planning, Zoning, Commissioners Hearings— As of February 4, 2017, the Franktown village developers are redoing their application and supposedly resubmitting it in March of 2017. Hearings should convene in late March or April. We need to decide as a board what our continued involvement should be. Also, do we want to make a financial contribution to the Franktown Citizens' Coalition II?

Old Business: Deb filed amendments 4 and 5 for the BTR covenants with the Douglas County clerk and recorder in December of 2016.

We need to complete the Annual Meeting Minutes. Carol has electronic attachments that accompany most of the agenda items. Joanne to do draft.

New Business: Billing for 2017 dues invoices will be sent by Joanne to all BTR homeowners at end of February. Sylvia will draft brief letter about rationale for dues increased based on document prepared by Tamara for annual meeting. Joanne will update dues invoice, especially committee descriptions, along with benefits for belonging to BTRHOA. Carol will proof all three documents and authorize their dissemination.

Timing for Spring Newsletter, will discuss at March meeting. Need Sylvia to do brief write up about herself for newsletter. Include announcements about Adopt-A-Road and Trash Bash events. Provide any update regarding Franktown Village Development Project. Remind people about Franktown Citizens' Coalition II and the www.savefranktown.com website. Caution people regarding extreme fire conditions due to drought.

Assignments:

Joanne: Get out Invoices. Update Invoice and Benefits documents. Send thank you to Cheryl and Scott Lindberg for hosting Christmas Party. Work on draft of annual minutes.

Sylvia: Write letter concerning rationale for dues increase to accompany invoice,

Tamara: Look for an alternate person to mow bridle path.

Carol: Work on dues increase letter with Sylvia and invoice and benefits documents with Joanne. Send corrected October 27, 2016 minutes out to Board members.

Debbie: Follow through with date/topics for Spring Newsletter.

Next Meeting date and place:

The next meeting will be March 9, 2017. The meeting will be at the Sistek residence.

Adjournment:

Carol motioned to adjourn the meeting at 8:38 pm. Joanne seconded the motion. The motion carried unanimously.