

## **PHOA MEETING Minutes January 7, 2019**

Attendees: Brad, Bruce, Carl, Hollis, Joel, Judy, Judy, Karin, Kim, and Roger.

The meeting was called to order at 7:04 pm.

As the first order of business, the president welcomed new and returning Board members and the Architectural Committee representative, reminded the group of their role as Board members for the Homeowners Association ('Association'), and thanked them for their unpaid volunteerism for the benefit of the Association community.

The Board then unanimously approved the agenda for the meeting, as well as the December minutes (including noting approval of the November minutes).

### **Old Business**

Ms. Crown provided an update on the upcoming social for Association members at Arceo's on January 17. The number of potential attendees and eligibility, menu, set-up time, collection of annual dues and trash payments, and other logistics were reviewed.

The Board discussed the recently-released January newsletter and the favorable feedback received to date. Discussion ensued about the membership directory and the update frequency and the most effective way to determine if Association members preferred a printed or online directory. Ms. Young reviewed vote count to date; thereafter, it was agreed that a news blast pertaining to the printed directory would be issued the next day asking Association members to vote yes or no for the printed version. For those electing a printed directory, they would be available at a central location; it would be assumed that printed directories would not be available for those not voting. It was also noted that the January newsletter goes to all area residents, while the other two periodic newsletters are distributed only to Association members.

A brief update was provided about the status of the Colorado Springs city review of the Popes Valley entrance restoration project. In the absence of Ms. Thomas, it was unanimously agreed to table any further discussion until February.

### **New Business**

Mr. Hutchison reviewed the proposed Association officers for the upcoming year. Upon motions duly made and seconded, Mr. Hutchison, Mr. Smith, Ms. Benson and Ms. Thomas were respectively elected President, Treasurer, Secretary and Vice President. The Board members agreed to continue with their current assignments, and the President indicated that he would circulate a list of auxiliary responsibilities that had not yet been assigned. Ms. Young volunteered to be responsible for communications until a Communications Director candidate was identified; that individual then would be elected to the Board, bringing it to full complement. Ms. Crown requested a job description for this position to facilitate the search (subsequently provided).

### **President's Report**

The President presented and reviewed the Association calendar. He also noted that the responsible Board members needed to change the passwords to various accounts as a matter of *best practices*, which must be completed by February 1.

### **ACC Report**

Mr. Carlson noted the approval of the first sunken patio, described the pending communication to certain Association members to trim back their bushes, and commented on the reminder in the January newsletter about the timeliness of sidewalk shoveling.

### **Treasurer's Report**

Mr. Smith reported that the January – March period is the busiest given the volume of Association and trash transactions related to annual renewals, and described a request that the bank of record issue a written communique confirming a favorable change in the monthly free transaction cap.

### **Crime Report**

Mr. Peterson described the four private police patrols for January, summarized the recent and historical police events (172 events versus an historic average of 154). Discussion ensued about on-street parking.

### **Trash Service Report**

Ms. McBride and Ms. Shumway reported that 460 residents were signed up for trash services. As of the date of this meeting, 72 residents had signed up to continue service for the period March 1, 2019 – February 29, 2020, and most were continuing with the same service level as currently. They noted the recent purchase of Bestway by a North Carolina firm, indicated that the same drivers would continue to support the Association, and that an anticipated communication from the acquiror would be shared with trash service recipients. They described the high bank account balance prior to the February payment for trash and stated that thereafter the balance would be approximately \$1,400.

### **Membership and Directory Report**

Ms. Young commented that there were 491 members at year end. With the kickoff of the annual re-enrollment, there were 118 members as of the date of the meeting. Polling to date indicates that only 23 members want printed directories.

### **Secretary's Report**

As Ms. Benson joined the Board at this meeting, there was nothing to report.

### **Communications Updates**

The group discussed the reminder news blast about the upcoming social, the payment deadline of February 20 for Association dues and trash, and the use of iContact to maintain the membership list current.

### **Other Matters**

Mr. Hutchison described the protocol to keep mail aliases current, and noted the volunteer roles of Association members who are not also Board members.

There being no further business, the meeting was unanimously adjourned at 8:38 pm.

Respectfully submitted,

Judith K. Benson

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