

**Rowley Downs HOA
Board of Directors Meeting Minutes
September 18, 2017**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, September 18, 2017 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:00 PM. A quorum was established.

Present Board members were:

- Al Thompson - President
- Mike Roueche- Vice President
- David Darnall- Treasurer
- Clay Hodge- Secretary
- Warren (Dale) Brinker- Member at Large

Also present was Irene Borisov, District/Association Manager from Summit Management & Consulting.

Also present was Chase Borrego, Administrative Assistant Association Manager from Summit Management & Consulting.

Homeowners Open Forum

Homeowners Open Forum is held during each Board Meeting to allow owners an opportunity to voice opinions, compliments, concerns or issues as they relate to the Association. There were 50 homeowners in attendance.

Topics discussed included:

- Covenant Enforcement – Draft #6 of the Rules and Regulations

Minutes

A motion was duly made;seconded and unanimously carried to approve the following:

- August 28, 2017- Board of Directors Meeting Minutes

Management Report

Management Report: Chase reviewed the management report.

Email Ratification:

A motion was duly made; seconded and unanimously carried to ratify the following:

- All Pro Trees- Removal of Dead Fir (11353 Hilary Pl.) \$300.00

Committee Reports

1. Architectural-
Dale Brinker reported status on the following request to the Board of Directors.
 - Approved: 20167 E Williamson Dr. – House Painting
 - Approved: 11374 Hilary Pl – Backyard Landscape
 - Approved: 20520 E Regency Way – Front Yard Landscaping, Retaining Wall & Fence
2. Maintenance- No Report.
3. Rules & Regulations- Mike Roueche provided the Board and members with Draft #6, dated August 3, 2017 of the Rules and Regulations. This was organized as a listening session, for the Board and Management, to allow owners an opportunity to voice opinions, compliments, concerns or issues as they relate to Draft #6.
4. Covenant Enforcement- Management provided the Board with an updated covenant enforcement report for review. No further action needed.

Old Business

No old business to discuss.

New Business

1. Newsletter- The Board is to provide Management with topics for the Fall Newsletter at the October 16, 2017 Board of Directors Meeting.

Financial Report

1. August 2017 Financial Report- The Board reviewed the August 2017 financial report.
2. Approve Payables (Payables were sent to the Board prior to the meeting and review/signatures were obtained during the meeting) - A motion was duly made; seconded and unanimously carried to approve the payables that were presented.

Adjournment

With no further business, the meeting adjourned at 10:13 PM

The Board of Directors meeting is scheduled for October 16, 2017 at 7:00 PM located at 20180 E Williamson Dr.

Executive Session

Executive Session was held.

Natasha Henricks
Association Manager, CMCA
Summit Management & Consulting
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