

**Rowley Downs HOA
Board of Directors Meeting Minutes
January 15, 2018**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, January 15, 2018 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:

- Albert Thompson
- Joe Huckaby
- David Darnall
- Clay Hodge
- Warren (Dale) Brinker

Also present was Natasha Henricks, 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 2 homeowners in attendance. Topics of discussion included:

- Water Shut Off Notification- Delayed until Wednesday (Homeowners should contact Parker Water for additional information)

Minutes

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

- November 20, 2017- Board of Directors Meeting Minutes

Management Report

Management Report: Natasha reviewed the management report.

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

- 2018 Fall Newsletter
- Cancellation of the December 18, 2017 Board of Directors Meeting

Committee Reports

1. Architectural- No Report.
2. Maintenance-

Management informed the Board that Rick Hill will be installing the ball field sign.

There was a discussion regarding replacement of the meeting hall lock box due to interior vandalism. The Board agreed to change the lockbox code to see if it would alleviate the issues. Dale indicated he would change the code and notify the Board of the new code.

There was a discussion regarding repairs needed to the office door in the meeting hall. Joe volunteered to fix the door. Joe requested Management determine if homeowner volunteers are covered by the Association policy and if not the cost to have a workmens comp policy added.

Management informed the Board that there was a broken fence post and rail on the north side of the ball field. The

Board instructed Management to get pricing from a handyman to make the necessary repairs. The Board informed Management that there were supplies to complete the repair west of the meeting hall.

3. Rules & Regulations- Management provided the Board with a detailed list generated by attorney of conflicting sections between the Declarations and proposed rules and regulations for review. Michael may a recommendation to the Board to obtain pricing to have the Declarations and Bylaws amended.

Management informed the Board that Western Law Group could review the current SB100 policies for \$240.00 to determine if the are CCIOA compliant. A motion was duly made;seconded and unanimously carried to approve the proposal as submitted.

A letter from a homeowner was presented to the Board regarding concerns with the abundant amount of storage receptacles in the community. During the next covenant inspection, Management will count the amount of dumpster and storage receptacles within the community and report back.

4. Covenant Enforcement- No Report.

Old Business

No old business to discuss.

New Business

1. Determine Officer Positions and Committee Chairs: Below are the officer designations:
 - Albert Thompson- President
 - Warren (Dale) Brinker- Vice President (Architectural)
 - David Darnall- Treasurer (Rules & Regulations)
 - Clay Hodge- Secretary (Social)
 - Joe Huckaby- Member at Large (Landscaping)
2. Winter Watering Proposals- Management informed the Board that a proposal in the amount of \$400.00 has been obtained by Brightview. Additional proposals have been requested from Pine Lane Nursery and Sandoval Tree Care for consideration. A motion was duly made;seconded and unanimously carried to approve the Brightview proposal as submitted unless a less expensive proposal is received.
3. Go Daddy Website Domain Renewal- Management informed the Board that we have renewed RowleyDowns.com only for \$14.99 and will work with Tom to determine how to transfer ownership of the account.

Financial Report

1. December 2017 Financial Report- The Board reviewed the December 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 7:55 PM.

The Board of Directors meeting is scheduled for March 19, 2018 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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Greenwood Village, CO 80111