

**Rowley Downs HOA
Board of Directors Meeting Minutes
May 21, 2018**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, May 21, 2018 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:02 PM. A quorum was established.

Present Board members were:

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

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 3 homeowners in attendance. Topics of discussion included:

- Solicitation

Minutes

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

- April 16, 2018- Board of Directors Meeting Minutes

Management Report

Management Report: Natasha reviewed the management report.

Email Ratification: None.

Committee Reports

1. Architectural- Dale Brinker reviewed the status on the following request to the Board of Directors.
 - Approved: 20817 Parliament Ct.- Exterior Painting
 - Approved: 20167 Williamson Dr.- Window Replacement
 - Approved: 20801 Parliament Ct.- Dog Run & Window Replacement
 - Approved: 11496 Regency Pl.- Exterior Painting
 - Approved: 20863 Lyttle Dr.- Deck Replacement
 - Denied: 20597 Sheffield Ct.- Fence & Landscape
(Hearing to be held 5/21/18 at 6:30 PM)
2. Declaration & Bylaw Amendment/Rules & Regulations- Management provided the Board with dates of availability for final review of the rules and regulations. The meeting was scheduled for May 29, 2018 at 7:00 PM.
3. Grounds- Management informed the Board that Rick Hill and Kathy Vicino met onsite April 26, 2018. Based on that meeting, minor revisions were made to the maintenance map (the map was included for review). The ditch mow and sidewalk trimming are scheduled to begin May 22, 2018 and irrigation is scheduled to be activated the week of May

28, 2018 unless the rain continues, then it will be delayed to early June.

There was a discussion regarding relocation of a pet waste station on Seibert Circle and Sussex Court. The Board requested Management contact the Town of Parker and determine if they would be willing to install a pet waste station and take over maintenance responsibilities.

Old Business

No old business to discuss.

New Business

1. HaulAway 2018 Spring Clean-Up and 2018 Electronics Recycling Day- The Board agreed that holding a electronic recycling day was not necessary due to lack of participation. The HaulAway 2018 Spring Clean-up Day is scheduled for June 13, 2018.
2. Excessive Dumping- There was a discussion regarding the dumping in the ballfield parking lot. The Board would like to give homeowners 30 days to take necessary materials and all that is left over will be hauled away.
3. Spring 2018 Newsletter- Management informed the Board that in order to complete the newsletter the following information is necessary: Date confirmation for 2018 Spring Clean-Up/Electronic Recycle Day and determine community garage sale date. The Board agreed that the community garage sale will be held on Saturday, June 30, 2018.

Financial Report

1. April 2018 Financial Report- The Board will review the February 2018 financial report and email Management with any questions.
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 8:17 PM.

The Board of Directors meeting is scheduled for June 18, 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
4950 S Yosemite St, F2-506
Greenwood Village, CO 80111