

**Rowley Downs HOA
Board of Directors Meeting Minutes
February 18, 2019**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, February 18, 2019, 2019 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
- Chris Dickey
- David Darnall
- Clay Hodge

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 was 1 homeowner in attendance.

Minutes

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

- January 21, 2019 Board of Directors Meeting Minutes

Management Report

Management Report: Natasha reviewed the management report.

Maintenance Report: No report.

Email Ratification: None

Committee Reports

1. 2019 HOA Committee Goals- Tabled and to be presented at the March 18, 2019 Board of Directors Meeting.
2. Architectural- Chris Dickey reported that there are currently no pending requests. There was a discussion regarding getting homeowners more involved and interested in serving on the committee. Management suggested sending an email blast to the community to gather homeowner interest.
3. Declaration Amendment/Rules & Regulations- A Board working session was rescheduled for February 26, 2019 at 7:00 PM.
4. Grounds-
 - ❖ Management informed the Board that Chad with High Ground Electric completed a lighting inspection throughout the community to determine the condition of all the light poles. He indicated that most have already been replaced with LED fixtures. Currently he is working with 3 contractors to obtain proposals for the replacement on Cambridge Court.

- ❖ Trash Service- Management informed the Board that proposals for trash service have been requested from the Garbage Man, Waste Management, and Alpine Waste. To date, the proposals from The Garbage Man and Waste Management have been received. The Waste management proposal was included in the packet for Board review. Management informed the Board that Alpine Waste does not currently service Parker, but they are in discussions with the operations department to see if they could accommodate Rowley Downs.
- ❖ Joe informed the Board that he plans on reviewing the cottonwood located behind 11411 E. Regency Ct. on February 20, 2019.
- ❖ Management informed the Board that Maiden Tree will be out later this week to complete the maintenance requested on the entrance trees.

Old Business

1. Little Libraries (Cost & Survey Results)- Clay presented the results from the homeowner survey. She indicated that 46% of the community opened the email and she received 42 responses. The results are listed below for review:
 - ❖ 27 Homeowners voted yes
 - ❖ 7 Homeowners voted no
 - ❖ 7 Homeowners indicated they were impartial
 - ❖ 1 Homeowner was not familiar with the little libraries

Clay informed the Board that little libraries constructed of wood disintegrate more rapidly than metal containers. She presented examples to the Board for review. The Board discussed installing one at the bottom of the meeting hall driveway, as a pilot, to gather entail on homeowner interest.

New Business

1. Meeting Hall Water Heater (Repair/Replacement Discussion)- Al informed the Board the hot water heater in the meeting hall closet is no longer functioning. He indicated that it would cost several hundred dollars to replacement and requested input from the Board if it should be replaced. The Board agreed that it is not a necessity and no action is required.
2. Meeting Hall Office- Chris inquired about scheduling a time to organize the office.

Financial Report

1. January 2019 Financial Report- The web version of the financial was included in the Board packet for review.
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 7:43 PM.

The Board of Directors meeting is scheduled for March 18, 2019 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