

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

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, March 18, 2019, 2019 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:04 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:

- February 18, 2019 Board of Directors Meeting Minutes

Management Report

Management Report: Natasha reviewed the management report.

Covenant Enforcement: Management included the report for the Boards review. Natasha informed the Board that Chris Dickey attended the last inspection.

Maintenance Report: No report.

Email Ratification: None

Committee Reports

1. Social- Clay informed the Board that a tentative date of Saturday, April 20, 2019 has been selected for the community Easter Egg Hunt. The committee will begin hiding eggs at approximately 8:30-9:00 AM, for a start time of 10:00 AM. Thirteen hundred (1,300) eggs have been ordered and to date twenty (20) eggs have been stuffed. An email blast will be sent to the Rowley Downs homeowners, once date confirmation has occurred. This event will be limited to only Rowley Downs homeowners and their children.
2. Architectural- Chris Dickey reported that there is currently one pending architectural request for 11411 E. Regency Place for replacement of 12 windows. Natasha informed the Board that Management received approval from the Chairman on March 8th but did not receive any other responses from the committee. The Board indicated that once approval has been given by the Chairman, Management is authorized to send approval/denial letters to the homeowner.
3. Declaration Amendment/Rules & Regulations- Management included an altered draft of the Rules & Regulations for the Boards review. A final copy will be sent to the Board for review prior distributing to the membership for review.

Management provided a draft of the revised covenant enforcement policy for the Boards review. A motion was duly made;seconded and unanimously carried to approve the policy as presented. Management informed the Board that a copy will be sent via email to all homeowners with email addresses on file and the remainder will be sent a hard copy via UPS for review.

4. Grounds-

- ❖ Joe informed the Board that he has reviewed the cottonwood located behind 11411 E. Regency Ct. and does not feel there is an immediate threat to the home, as there is not any visible rot or dead branches at this time. The Board agreed that the tree would be reassessed in late spring. The Board requested Management inform the homeowner of the decision made.
- ❖ Management informed the Board that Maiden Tree has completed the maintenance requested on the entrance trees. We will be completing replacements in Spring.
- ❖ Management informed the Board that the snow removal company caused damage to the fence located at 20881 Parliament Place. The vendor has been made aware of the issue and stated he would contact the homeowner directly to make arrangements to have the fence repaired.

Old Business

1. Little Libraries (Cost & Survey Results)- Management presented additional costs associated with ordering Model C91 from M.E.R. Inc. Tabled.

New Business

1. No new business to discuss.

Financial Report

1. February 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 8:11 PM.

The Board of Directors meeting is scheduled for April 15, 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
4950 S Yosemite St, F2-506
Greenwood Village, CO 80111