

**Columbia Village Homeowners Association  
Board of Directors Meeting Minutes  
December 19, 2017**

**Board Members Present:** Scott Horsburgh, Nikki Hampton, Chuck Mione, Ed Riemenschneider, Karen Narus, Chris Bain, and Gurpeet Lugani.

**Board Members Absent:** None

Representing Sentry Management: Christian Brockl and Pat Liddell.

**Notice of Meeting:** Meeting notice was delivered by email on 12.12.2017.  
There was a quorum present to conduct business.

The meeting was called to order at 6:30 p.m.

**Homeowner Forum:** Scott opened the meeting with introduction and an explanation of the purpose of an open forum for homeowners.

- o **Homeowner:** Jennifer Johnson brought a list of concerns to the Board's attention. Her items were voting process, meeting minutes, committee meetings, decisions made outside of the Board meetings, changes in the management company, and due diligence on Board decisions.

**ACC Hearings:** No Hearings were scheduled.

**Minutes:** Minutes from the November 14, 2017, meeting were reviewed. **Motion:** A motion was made to waive the reading of the minutes and accept the minutes as presented with typo correction to the Firewise line item. (Narus; Riemenschneider; passed)

**Financials:**

- o Completed financials for period ending November 30, 2017, were not presented. Management still reconciling and inputting the information from DSI.
- o The Board reviewed the 2018 proposed budget and Scott highlighted areas for discussion. Requested amendments were as follows:
  - o Karen asked to increase the budget for Firewise line item to \$10,000 and reduce the budget for landscaping miscellaneous to \$215 to accommodate the increase in the Firewise line item.
  - o Hampton asked to move the Signs line item from the Recreation Center Expenses to Administrative Expenses.

**Motion:** A motion was made to approve the 2018 budget as amended. (Hampton; Narus; passed, Mione abstained.)

- Review and approve adjusted Reserve Study. Scott to talk to Christian and NorthStar Reserve about changes/updates needed.

**Managers' Report:**

- CC&Rs: Drive through inspections are being completed twice monthly.
- Update on operations.

**Old Business / Updates:**

- Dog Park: Further discussion on the dog park was tabled.  
**Motion:** Motion to ratify the email vote of the Board's decision to not appeal the City's denial for the dog park. (Mione; Riemenschneider; passed; two abstentions.)
- Website: Draft website design and navigation is completed. Board to review and provide input for changes.
- Sign on Lake Forest: Sign has been changed. New Signage installed on 12/18/2017 to comply with ACHD request.

**New Business:**

- Office Hours: Tuesday and Thursday 10:30 am. to 2:30 pm. Office will be closed the week of December 25 – 29.
- Annual Meeting. March 14, 2018 6:00pm. Agenda will be brought to January Meeting.
- Shade Works Bid for Patio Covers. Not interested.
- Project List. Will be emailed to Board and prioritized by Board. Will be added to the Annual Meeting list of items to present to owners.
- Chuck addressed the Board with his offer to resign his Board seat if another homeowner in the audience was willing to be appointed to fill out his unexpired term. Hearing no volunteers, Chuck will remain on the Board.

**Committee Reports**

- Landscape ACC: Karen submitted a written report on Landscaping project status. (attached to these minutes)
- Rec Center:
  - Pool repairs project list will be submitted in early 2018
  - Storm Swale: Scott reported on the completion of the storm swale repair. Cost will be the same as estimated. Parking lot will drain properly.
  - Racquetball Court. Bid received from Primary Electric to automate operation of lights and fan. Board would like to get another bid from Doherty Electric.
  - Chuck to compile a project list and get competitive bid for projects.
- Neighborhood Watch: Working on getting Block Captains. Block Captain meeting will occur as soon as can be coordinated.
- ACC: Chuck reported on 3 ACC requests that were approved.
- Social: No report. No Christmas Party was planned for this year.

**Executive Session:** Board went into executive session at 8:30 pm. Executive session ended at 8:40 pm.

**Motion:** A motion was made to pass a resolution to continue collecting a \$200.00 transfer fee, and \$100.00 estoppel fee. (Mione; Riemenschneider; passed.)

**Motion:** A motion was made to not charge late fees or interest until 45 days past the due date. Quarterly assessment due dates remain the 1<sup>st</sup> day of each quarter. (Mione; Narus; passed).

**Adjournment:** There being no further business, the meeting was adjourned at 8:45 pm.

**Future Meetings: Clubhouse at 6:30 pm** (Third Tuesday of each month)

January 16, 2018	Board of Directors Meeting.
February 20, 2018	Board of Directors Meeting.
March 14, 2018	Annual Meeting
March 14, 2018	Board Meeting Following Annual Meeting.

These minutes were prepared by Christian Brockl of Sentry Management as the managing agent, approved by me and accepted by the Board of Directors of Columbia Village Homeowners Association on January 16, 2018.

  
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 Karen Narus, Secretary  
 Columbia Village Owners Association

1-16-18  
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 Date