

**Reynolds Farm Home Owners Association**  
**Minutes recorded for the Monthly Board of Directors meeting,**  
**January 17, 2011 6:30 PM at Rick's #952**

- I. The meeting was called to order at 6:30 PM by Joe Busacca. In attendance were Rick Marsh, Sue Wintersteen, Gail Carey, Joe Busacca, Gina Underwood, Mya Liberty and Francie Orvis of Flagstaff Management.
- II. Homeowner's Comments – People are disposing cigarette butts on the property – please clean up after yourself. Joe said he received positive feedback on the very thorough gutter cleaning – Kudos to you Steve from TRRC Roofing. Comments were made about the trailer left on the property for renovations work (934) – Francie will send a letter to the homeowner.
- III. Approval of the November, 2010 Board of Directors Meeting minutes – No changes were needed. Rick motioned to accept the minutes as written, Joe seconded the motion, and the board carried the motion unanimously.
- IV. Acceptance-Additions/Changes to Agenda – Ultimately the barn lights must be replaced. Some residents are parking their cars parallel to their garage door – this is not permitted, #940 submitted approval for window replacement.
- V. NGLA (Neighborhood Group Leadership Association) – The link to the city web page is <http://www.ci.longmont.co.us/cnr/neighborhood/nqla.htm> if you would like to check out their minutes to the meetings. Mya said there was nothing new to report.
- VI. Barn Committee Reports – All lockers filled, no requests pending, Three Floor requests are on file – in order Jeff M., Bob G., Cassia B. One space was vacated and immediately re-rented. All storage units in the barn are occupied. A waiting list for those interested in renting a space is available by contacting Joe at #948. Please remember no homeowner can rent more than two spaces at a time.

VII. Manager's Report- The December and January financial statements were reviewed, and discussed. Francie to check on FM charges for website charge or \$200 – BOD thought we recently paid this. A motion to accept the financial statements was made by Sue and seconded by Rick. The board voted unanimously to approve the motion.

VIII. Old Business –

A. Update on #942 – has been sold. The new owner's have submitted a request for approval of replacement windows, sliding glass door and garage door.

B. Neighborhood Handbook – was finalized and sent out to all homeowners and residents.

C. Creation of a Master File for Reynolds Farm HOA – Joe working on.

D. Reserve Study – the board discussed the reserve study and appropriate changes which will be submitted to the company that did the reserve study for corrections. Board will submit changes by early February.

E. Tree on north side of barn – Francie to send letter to homeowner requesting signed permission to cut down branch. Francie to get Parker to give us bid on trees

F. Late Fee Policy – Sue will make changes discussed by the board and resend to all board members for final approval. Requires notice to homeowners – policy will be posted on website and mailed as required.

G. Letter to homeowners regarding pre-painting work – Francie to check to see if letters have been sent out.

H. Deck Staining inventory – in progress, Sue working on it – will be done in spring.

IX. New Business

- A. Roof Inspection – Steve has documented the things that need to be done (CD pictures) and will provide a bid for all the work that will likely be completed in the spring when the weather warms up. Steve has been authorized to perform immediate temporary repairs to prevent leaks, Needed, remove and replace 9 pipe flanges, re-pitch 915, 932 re-hang gutter that has fallen down.
- B. Dues collection on #915 – Has been turned over to the attorney.
- C. Barn Locker Rental Rates – Rates for the barn are as follows:

\$35 large lower lockers

\$30 large upper lockers

\$25 small lower lockers

\$20 small upper lockers

\$40 barn floor spaces

Gina moved to accept the pricing structure, Rick seconded, none opposed.

- D. Action Items for 2011 – Barn road repair, rock work along split rail fence, review landscaping needs.
- E. Two barn light fixtures need replacement. They are old technology and require expensive parts. As others fail we will replace them. New fixtures are available that cost less than just the bulbs for the old lights. Joe has contacted Bauers Electric and he will replace them for \$60 each if we provide parts, approx. \$100 each if he provides parts. Joe will research acceptable fixtures.
- F. Parking – Residents cannot park parallel to garage doors – Francie will send a letter to those in violation.
- G. #940 bathroom window replacement approval – has been reviewed and approved.

Adjournment – Sue made a motion to adjourn the meeting with Rick seconding and the board unanimously approving the motion. The meeting was adjourned at 19:20 PM. The next meeting will be 6:30 PM, Monday February 21st at Gina's #925.

**A note to homeowners who will have their buildings painted next year:**

Homeowners are responsible for maintaining all doors and windows for their unit. Those homeowners in Buildings 3/4 (Units 915-925) and Building 10 (units #950-954) please be prepared for spring painting. If your windows are no longer functioning or are deteriorating on the outside (i.e., the wood is rotting), your windows will need to be repaired or replaced. Also those whose garage doors are delaminating or garage side man doors are warping/delaminating will need to have them repaired or replaced. Remember that the exterior trim of any new windows either needs to be white or match the existing brown. The garage side man door replacement needs to be a six panel steel door. As always, please check with the Architectural Committee before making any changes to the exterior of your unit. If you have any questions about repairs that you will need to make before the buildings get painted this spring, please contact Francie Orvis at Flagstaff Management.