

Reynolds Farm Condominium Association, Inc
Minutes recorded for the Monthly Board of Directors meeting,
February 10, 2014 at Rita's #913

Board Members:

Rita Gee - President 8/12
Sue Wintersteen - Vice President 8/12
Krystle Brandt - Treasurer 8/12
Juliet Debban - Secretary 8/11
Gina Underwood - Director 8/13
Bonnie Prushnok - Director 8/13

Trio Property Management

Allan Orendorff - Manager 6/12

- I. Rita Gee, President Board of Directors, called the Meeting to order at 6:40 PM. Board members in attendance Sue Wintersteen, Juliet Debban, Gina Underwood, Krystle Brandt, and Allan Orendorff of Trio Property Management.
- II. Approval January 13, 2014 Minutes, changes made to minutes; reason for letter VI, E, approved as amended by all.
- III. Barn Report: No changes. Joe Busacca, Barn Manager. Please contact Joe (Unit 948) 303.776.0168 to get on the wait lists
- IV. NGLA Report: Rita, Brain storming section; ideas for the upcoming year. Registered RFHOA for the 2014 season. There will be funds for the HOA annual meeting. Group leaders: will be Rita, primary Gina backup.
- V. Manager's Report: Allan, Trio Management.
 - A. Financial statements: Allan gave the report. Income & Expense Budget vs. Actual: HOA is running at 80.0% of projected expenses or \$11,553.94 under budget. We are under budget in most categories.
 - B. Late fee charges: Certified letter for late fees sent to owner/renter unit #985.
 - C. State Legislation changes 1st of January 2014 rules for HOA's:
 1. Collection policy: State requires changing the HOA collection Policy. Effective as of February 10, 2014, all payments are due on the 1st day of the month. The Association shall be entitled to impose a late fee of twenty (\$20.00) on any assessment or other charge not paid within thirty (30) days of the due date. Reynolds Farm Condominium Association, Inc. Collection Policy form signed by Board President and Secretary.
 2. Policy Regarding Budget 2015 RFHOA will need to put 10% in reserve to meet new legislation.
 - D. Signing of checks: **Done**

VI. Old Business

- A. Unit #951 Allan spoke to Property Management Unit # 951, Allan was given the information renter information. Allan request the renters not to park in street, guest parking, have received complaint on noise level.
- B. Unit #905 Rug next to deck Fordham. Allan follow up.
- C. Unit # 941 items still under deck and non-conventional window covering still in upstairs window. No response to letter sent November 2013.
- D. Unit # 933 Friend of family member ran into the fence and spruce tree in the park area, damaging both large spruce tree and fence. Board members contacted Longmont Police. Picture of the car involved was given, a report has been made. Allan will get copy of the police report for HOA insurance. No one is to repair the fence due to the legal liability. The HOA Board will have the repairs awarded to a certified contractor. The tree will be replaced in the spring. Allan has an estimate of \$140.00 removal of spruce tree. Allan will continue to follow.
- E. Unit # 930 Allan spoke to owner regarding parking truck in guest parking.
- F. Building #12, problem with moisture, insulation missing or fallen from flooring in some area. Unit # 959 gave Allan, letter from Curt Hencye, Curt-DistasterPastor. He inspected the crawl space under building #12 in September, noted water and mold had started to grow. Made recommendations to correct the problem, clean debris and place a vapor barrier covering and overlapping the entire crawl space floor. Allan had Vince inspect the area. The fan was repaired since September; Vince said the area is now dry. Allan to have Vince check the installation for repair/replacement and cost to clean the debris.
- G. Unit # 959 sound of water, dripping. Could not find the reason for the dripping sound. Vince found mold in closet and will treat mold, owner expense. Humidifier lowered to prevent future moisture built-up in area.
- H. Unit # 961 sound of water dripping. Owner will continue to monitor, report any future concerns.
- I. Trees Ash (45), received bid from BIO Tree, for Emerald Ash Borer Preventive Treatment. Allan checking with other tree companies. Tabled for March meeting.
- J. Listing of renters: names, phone numbers, etc. Allan and Rita working on.

VII. New Business

- A. Bank account US Bank Account updated to Platinum Business Money Market Account with 0.1% annual percentage yield. It was noted that the board needed to add another signer to the account besides the President; will add

Gina Underwood as a second signer to the US Bank Account in addition to Rita Gee.

B. Home Owners Comments

1. Unit # 925 damaged down spout on garage. Rock Solid driver damaged while plowing snow. Allan to check with Rock Solid for repair cost and other possible damage to lawns.
2. Ice buildup in gutters due to cold/snow. Warmer weather will solve this problem.

C. Board approved unit #979 temporary parking in guest parking. Owner needs to arrange to move car into garage.

D. Maintenance issues:

1. Trash outside Unit #907. Allan will follow up with owner.
2. Light Bulb Building #12 crawl space. Replaced. Done.
3. Fence railing on north/west park area falling down. Continued.
4. Motor Home repair on property. Reynolds Farm Rules and Regulation (5/1/2003) #4. Routine car maintenance is to be performed in garages or driveways only. **Major** motor vehicle maintenance is not allowed in the barn. Repair inside Barn or pad outside barn? Board to consider this issue, next meeting and after Rita has chance to speak with barn manager, Joe.

E Install security cameras. Board to check into cost of installing cameras.

F Review CCR- Board schedule meeting February 17, 2014.

F Adjournment – meeting adjourned at 8:25 pm. The next Board meeting will be 6:30 PM, March 10, 2014 at Rita's unit #913.