

Reynolds Farm Condominium Association, Inc
Minutes recorded for the Monthly Board of Directors meeting,
September 8, 2014 at Rita's #913

Board Members:

Rita Gee President 8/12
Sue Wintersteen Treasurer 8/12
Bonnie Prushnok Director 8/13
Gina Underwood Director 8/13
John Dollar Director 8/14
Jeff Schwander Director 8/14

Trio Property Management

Allan Orendorff - Manager 6/12

- I. **Call to Order:** Rita Gee, President of the Board of Directors, called the meeting to order at 6:38 p.m. All other board members were in attendance: Sue Wintersteen, Bonnie Prushnok, Gina Underwood, John Dollar, Jeff Schwander and Allan Orendorff of Trio Property Management.
- II. **New Officers Elected:** Jeff Schwander was elected Vice-President and John Dollar was elected Secretary. Votes were unanimous.
- III. **Date of Board Meetings:** The Board unanimously agreed to continue to conduct Board meetings on the second Monday of the month.
- IV. **Approval of Minutes:** Minutes of the August 4, 2014, were approved by all members present. Sue moved for the approval; Bonnie seconded.
- V. **Barn Report:** All lockers and floor spaces are now occupied. Please contact Barn Manager Joe Busacca (Unit 948) at 303-776-0168 to get on the waitlists.
- VI. **NGLA Report:** The NGLA grant application is due September 20, 2014. We are applying for \$6,000 to upgrade our sprinkler system. Rita will complete and submit the grant application.
- VII. **Manager's Report:** Allan of Trio Property Management submitted the report.
 - A. Financial statements: We are at 98% budget to expenses. Water usage is slightly down, we are over on landscaping, under on maintenance, and under on utilities.
 - B. Fiscal 2014 tax return has been filed by Trio for Reynolds Farm HOA.
 - C. Delinquent accounts: There are no delinquent accounts at present.
 - D. Painting: The painting of Buildings 7 and 13 will be completed by the end of September. Expenses so far are \$1,700 for Vince repairs and \$2,500 for additional repairs (Exterior Solutions Plus). Total cost of painting both buildings was \$15,994 — we saved \$1021 by doing both buildings at the same time.
 - E. Unit 946 needs new steps for deck and Unit 975 needs to have rear deck replaced. Vince will perform this work.
 - F. Tree trimming: Completed August 27, 2014.
 - G. Landscaping and snow removal: We are putting out bids for these services.

- H. Weed control: Weed control was completed, but Sue noted that knotweed was still a problem. Allan will call Rock Solid.
- I. Reserve funds: Allan presented a spreadsheet that showed what our reserves would be under various dues scenarios compared to the reserves needed based on the reserve study conducted three years ago. Allan strongly recommended regular, significant dues increases to increase our reserves.
- J. Signed checks: Done.

VIII. **Old Business**

- A. Covenant infractions: A letter was sent to Unit 979. The tarp on the back deck was removed and the roof will be repaired at the owner's expense.
- B. Security cameras: The security cameras are operational. Sue sent information to Board members so that they can view security camera images on their own computers.
- C. Renter information status: A letter was sent to Unit 963 asking for renter information.
- D. Deck staining: Several residents have not completed their deck staining by August 27, 2014, as required. Letters will be sent to the offending units by September 30. If there is no response, the decks will be stained at the owner's expense.
- E. Condominium Declarations: A third draft of the CCRs will be required. The draft will be sent to Board members for their review before the next Board of Directors meeting.

IX. **New Business**

- A. Homeowners comments: There was a comment about tree branches over the barn roof. Risks will be reviewed.
 - B. Annual Meeting Recap: Rita discussed the annual meeting and all considered it a success. John and Jeff were elected to the Board of Directors. A poll of homeowner sentiment regarding FHA certification indicated that most of the attendees were satisfied not to be certified.
 - C. NGLA training for HOAs: John attended a session at the Longmont Senior Center on August 28, 2014. The next training is scheduled for October 9.
 - D. Monthly walk around: Bonnie and Gina performed the September walk around. A list of their findings was given to Allan for action. Rita and John will perform the October walk around.
 - E. ACC requests: Units 932 and 961 requested approval for new windows. Unit 939 requested approval for a gas pipe extension. Approvals were granted, with the caveat that the official owner of 932 would need to be contacted.
- X. **Adjournment:** The meeting adjourned at 8:40 p.m. The next Board meeting will be at 6:30 p.m. on October 13, 2014.