

The Meadows of Melody Ranch

Homeowner's Association

Board of Director's Meeting

Tuesday, January 15, 2013, 4:30 pm

MINUTES

CALL TO ORDER: 4:35

Board Members Present:

Nancy Hoffman

Kristine O'Brien

Rich Bloom

Andy Salter (by phone)

GTPM:

Tina Korpi

Demerie Northrop

DeNesha Anderson

Rob Bacani

1) Homeowners & Guest Time –
None

2) Approval of December 10, 2012 Minutes

Kristine O'Brien moved to approve the minutes. The motion was seconded by Nancy Hoffman. All voted in favor.

3) Report of Officer

a) Interest charges on overdue owner accounts are currently shown on the income statement under the heading of finance charges. The board discussed how the accounting software accesses interest on overdue accounts. GTPM will begin compounding interest on all past due owner accounts including HOA monthly fees, water charges and any rule violation fines in accordance with our published collections policy.

Current policy is to send the first delinquent letter after 60 days. However, DeNesha thinks it would be more effective if we added a "friendly reminder" in the form of a colorful slip attached to the bills of people who missed their 1st month payment. The board agreed.

b) DeNesha from GTPM reported that 10 people have become current in the past month. There are three people who have not responded to the two previous letters we have sent. We will send these individuals the third letter that informs them that they are at risk of a lien being filed. If we still receive no response in 10 days, we will begin the lien procedure.

4) GTPM

GTPM has heard back from Wyoming Landscape and is expecting a credit for having been overbilled for spring cleanup for \$1,200 and for fall cleanup for \$320. Add in the newsletter a "heads up" for people to plan ahead for weed spraying their vacant lots – put this in for a couple months. There is weed spraying on vacant lots where income is not shown on the monthly budget reports – 23 vacant lots at \$150 each (\$50/time – 3 times). Have Rob change the weed spraying/money received to show actual amounts. Going forward will show income and expenses for vacant lot spraying as separate lines in their respective category.

Jorgenson Engineering developer paid bills. Show outstanding payment owed to Jorgenson on the 2012 year-end report of approximately \$30,000 to have HOA surplus accounted for more accurately.

Insurance. The board discussed property and liability insurance. The board needs to get the actual renewed 12/31/12 liability policy from Zurich to see if any exclusions have been added.

The board discussed what actions should be taken if in fact Zurich has added a rider to exclude the skating rink as we were recently informed by our agent was a possibility. The board authorized closing the rink until either we verified we were insured for the rink exposure or we were able to transfer to a new insurance carrier. Mail, email, post at the rink that the ice rink is “closed until further notice” will be our course forward if we do have a gap in coverage. Tina will get a copy of the issued policy from Zurich to be reviewed by our new agent. The board has applied for new coverage packaging liability, property and directors and officer insurance for pricing with our new agent. We will have pricing for the board to consider in about two weeks.

NOTE: the day after the board meeting we received a copy of the renewed liability insurance policy that does NOT exclude the ice rink.

5) Violations - Violation Log

Feb 1st Rules and Regs will be sent out to all homeowners (in prep for Annual Meeting) and we will add a few reminders in the next newsletter about the larger/more important issues.

6) Old Business

- a) Transition issues. Nothing New. Paul is working with the developer to get easements recorded
- b) Fences. Paul knows clock is ticking re. adverse possession – he is in contact with Dave Larson
- c) Water Engineer Services – pending turn over
- d) So. Park Loop Developer – pending County ruling
- e) Sewer. Have not moved \$50,000 seed money over to ISD after the last meeting. The board discussed raising that figure to \$100,000 since we assigned the \$50,000 sewer grinder contract to the ISD. The board approved \$100,000 in total from maintenance reserves be transferred to the ISD.
- f) Infrastructure mapping – pending nelson Engineering completion with Greenwood mapping
- g) Water usage – pending
- h) Ponds – have budgeted repairs to several of the ponds form next fiscal year’s draft budget
- i) Park committee – no new news

7) New Business

- 2013 Draft Budget

Rob made changes discussed at the last board meeting. The board approved several minor changes. Rob to incorporate final changes and send to the board before we send it out to the homeowners.

Nancy to write a narrative on the budget including recommended HOA and water fee changes. Rich will draft of 2012 accomplishments for the board to review. Goal is to have the complete packet to owners by February 1 in preparation for the March 4 annual meeting.

Melody Name change – we are slowly changing things over. Legal name is “The Meadows of Melody Ranch Homeowners Inc” not “The Meadows at Melody Ranch Homeowners Inc.”

Christmas trees are still being set out for GTPM to pick up. GTPM will pick them up one last time.

8) Adjournment at 6:33

Next meeting is scheduled for February 19. All agreed that the 4:30 meeting time works best.