



## Board of Directors Minutes

February 19, 2008

**Members Present:** Allen Alchian (President), Dan Rivers (Vice President), Rich Paul (ACC), Penny Dyer (Treasurer), Dick Robertson (Director at Large)

**Member Absent:** Mike Abplanalp (Secretary & Common Areas)

**Guests Present:** None.

Meeting was called to order at 5:45 PM

I. **Agenda.** The agenda was adopted after revisions were proposed and accepted by the Board.

II. **Guest Presentations.** None present.

### III. Officer's Report

#### A. Vice President

1. **Governing Documents.** Rivers reviewed the HOA Attorney's final suggestions for correcting the HOA's various governing documents. The recommended change is to revise the definition of "Declaration" in the Bylaws and Articles of Incorporation so it includes the Classic covenants as well as the Highlands covenants.
2. **Cafiero Agreement and Mailbox Amendment Status.** Rivers stated that since the ground is frozen changing out the mailbox at this time is not feasible. He will request the homeowner to develop a plan of action in writing and provide it to the Board for approval. Additionally, Rivers will inquire as to the progress of the efforts of Mr. Cafiero to draft and present his proposed Covenant Change to the Classic Subdivision.

#### B. Secretary

##### 1. Policies and Procedures

- a. **Documents and Records Access Policy.** Robertson motioned to approve access to records as needed for the performance of their HOA duties for all Directors, officers of the Board, and the Executive Director. Motion was seconded and approved unanimously.
- b. **Signage Policy modification and final approval.** Robertson presented information from the County Department of Transportation indicating that the Board does not have the authority to approve signs in the Right Of Way and that nothing prohibits a citizen picking up signs in the ROW, realtors only legal route is to put up signs on private property with the homeowners permission. Boss motioned to approve signage policy. Motion was seconded and approved unanimously.
- c. **Financial Delinquency Policy.** Tabled and Alchian requested the Board to read the draft and reply by email.

- d. **Web Privacy Policy.** Rivers moved to approve the revised policy that was distributed.. Motion was seconded and approval was unanimous.
2. **Newsletter.** The Board agreed to target the next newsletter publication for April.
3. **Approval of December 20, 2007 Board meeting minutes.** Alchian reported that the minutes of the December 20, 2007 Board meeting minutes were approved by the Board on January 8, 2008.

#### C. **Treasurer**

1. **December and January Financial Report.** In January 2008 our Revenues were \$16,179 and Expenses were \$6743. We allocated \$941 to the Reserves Fund in January. Our net income for the year through January is \$8,495. Our Reserve Fund has increased from \$31,384 to \$32,325. Our Operating Fund increased from \$51,729 to \$60,224.
2. **Reserve Fund.** Dyer suggested the Board approve allocating all of the funds budgeted in the 2008 Budget to the Reserve Fund when the Wells Fargo CD matures in mid March of 2008. Paul moved to approve. Motion was seconded and approved unanimously.
3. **2008 Annual Assessment.** Wasson stated that 16 lots remain delinquent. The Board reaffirmed that late payments are first applied to paying down late payment and interest penalties before the principal is paid.
4. **Community Budget Meeting.** The Board discussed and agreed to host a community meeting in the fall to present a proposed 2009 budget to interested members of King's Deer, and to solicit comments prior to finalizing the 2009 budget. The Board agreed to target the meeting for September 2008. A specific date will be decided later.
5. **Treasurer Appointment.** Alchian reflected that the Board has received very valuable assistance cleaning up the King's Deer financials from King's Deer resident Charlotte Christensen who is an accountant and has been a CPA. He stressed that her help has been invaluable to getting our financial reports in order. Alchian said that Christensen would be willing to continue assisting the HOA in its financials in whatever roll the board desires. After discussion, Rivers moved to appoint Charlotte Christensen as Treasurer and an officer of the Board, to create a position of Assistant Treasurer for performing the duties of treasurer in the absence of the treasurer, and to appoint director Penny Dyer to that position. Motion was seconded and approved unanimously.

#### IV. **Director Reports**

- A. **Common Areas.** Robertson raised the point that the Board had received some owner emails concerning street lights that are not working. Wasson advised the board of the following limitations:
  1. Identifying burned out lights is primarily by input from owners because she is not in the area at night;
  2. MVEA does not respond immediately upon notification of a burned out light. Unless there is an emergency they will generally respond in a week or two.
  3. MVEA doesn't inform the HOA when they have repaired the lights, therefore Wasson is generally unaware if and when the repairs occurs. Wasson will contact MVEA and inquire as to the feasibility of being notified when repairs occur.

**B. Covenant Enforcement**

1. **Covenant Violation Report.** Boss summarized the enforcement activities.
2. **Vehicle Parking Feedback.** The Association has received about nine or ten responses thus far. Boss suggested waiting another two weeks for any additional responses and then formulate a summary of the input.
2. **Water Reading Delinquencies.** One property remains delinquent in reporting their meter reading. A graph was distributed which plotted the 362 reporting properties against the amount of water used by each.
3. **Appoint CEOC Members.** Boss moved to appoint the following individuals as the members of the CEOC committee: Marshall Boss (Chairman), Penny Dyer, Cyndy Fenton, Dixie Schull and Al Walters. Seconded and approved unanimously.

**C. Architectural Control Committee**

1. Paul presented the monthly ACC report.
2. **Project Delay.** Paul alerted the Board that the new house construction at 19516 St Giles Court has come to a halt. Paul informed the Board that the ACC had sent an inquiry/reminder letter to the owners requesting an update of the construction process and reminding the owners of the nine month construction time limit stated in the covenants. Additionally, Paul indicated that the Board may have to become involved in the future based on the response and follow through of the owners to the ACC letter.
3. **Proposed Design Standards amendments.** Paul reviewed the proposed *Design Standards* Addendum DS 01-08 and Addendum DS 02-08 with the Board. After some discussion on the details of *Design Standards* Addendum DS 01-08, Boss moved to approve it. Motion was seconded and approved unanimously. Paul then circulated *Design Standards* Addendum DS 02-08. Because Addendum DS 02-08 contained totally new standards, Paul recommended that it be posted on the web site to solicit owner comments before final action is taken by the Board. After discussing the content and language of Addendum DS 02-08, the Board agreed with Paul's suggestion. A motion was made by Boss to post the document on the web site and the motion was seconded and approved unanimously.

- D. **Executive Director.** Wasson reported that she negotiated to get a lower price on the multi-use field porta potty over the winter months when the facility gets little to no use, and normal pricing would be restored in the spring, and summer months. Additionally, Wasson met with the HOA's Wells Fargo account officer and has eliminated the monthly charges debited by Wells Fargo for account services that were not being used by the Association.

**V. Committee Reports**

**A. Water Conservation Committee.**

1. **Remote Meter Display.** Discussion ensued about the possibility of outside water meters for ease of gathering information by the HOA. Paul suggested that perhaps the *Design Standards* should require remote-reading exterior water meter displays on future homes. Additionally,

Paul suggested that perhaps when a title transfer occurs on an existing home, the HOA could also require the installation of a remote exterior water meter at closing.

2. **Additional Well Authorizations.** Alchian reported that the declarant has completed the process of acquiring the additional 31 well authorizations for King's Deer. Alchian publicly acknowledged the efforts by Dan Potter and the entire declarant team in a swift and speedy resolution to the well authorization shortages and the procurement of a decree being issued for the necessary additional well authorizations.

Rivers moved to adjourn 8:33 PM. Approval unanimous.

Next meeting: Tuesday March 18, 2008, 5 PM, Woodmoor Barn basement.

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*President, Board of Directors*

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*Secretary, Board of Directors*

#### Attachments

1. January 2008 Financial Report
2. Covenant Enforcement Summary
3. ACC Report
4. Design Standards Addendum #01-08
5. Design Standards Addendum #02-08
6. 2007 Water Consumption chart
7. Revised Web Privacy Policy
8. Signage Policy