

**MESA RIDGE TOWNHOME ASSOCIATION
BOARD OF DIRECTORS' MEETING
Minutes of September 17, 2015**

ROLL CALL	Dana Barker	President
	Gene Pickett	Vice President
	Jane Rivet	Secretary
	Chris Wyman	Treasurer
	Dave Doucette	Director

QUORUM Yes
Established

ABSENT: Chris Wyman Treasurer

Dana Barker, President, called the meeting to order at 5:02 pm.

President's Remarks

The association has a policy for meeting conduct adopted November 29, 2005 and copies were available at this meeting. It includes the amended policy regarding recording of board meetings at the April 2015 board meeting. Copies were made available to the membership in attendance. Future amendments could be presented, so contact the president or secretary of the association if members have any suggestions. Also, a difference of opinion regarding the ownership of the records of this association has developed and the board is in communication with the association lawyer. The board asserts that the quickbooks file belongs to the association. A demand letter has been prepared to the party holding the file in question to be answered by September 9, 2015. Consideration is being given to possibly seeking a solution of this matter in small claims court.

Open Forum

Guidelines for discussion were reviewed also, regarding discussions from the members present, suggesting a 3-minute limit to a concern, and allowing everyone to speak first, before any one individual would speak twice. These items are taken directly from the Conduct of Meetings Policy of the association. One suggestion was made to consider an amendment to include a policy for the conduct of board members. The president took this under advisement and encouraged the homeowner to provide some suggestions. Another comment asked who decides what work should be undertaken, followed by the president's answer that the exterior maintenance committee prioritizes the work to be accomplished. Exterior maintenance prioritizes the heat tapes problems that need to be replaced.

Approval of Minutes

The minutes of the August 20, 2015 without objections were approved as presented.

Management Report

The secretary gave a verbal report. A new owner closed prior to the meeting and another is under contract. The website was introduced at the last meeting and she encouraged members to read it to keep up with association news. The new Architectural Landscape Application was presented and homeowners were asked to fill out any request that requires approval from the association, items to include, but not limited to, are satellite dish installation, deck repair and/or repainting, window/door installations, evaporative cooler replacement, and plantings. This form is available at each meeting and on the website. Swamp cooler schedule for winterization was presented. Roofing was completed and gutter work begun. Phone number, 274-1148, is still available to report any concerns of the residents.

Financial Report

The president presented the financials for August and YTD report for FYE 2016. He spoke to a new expense required this year for roofing permits by Garfield County. The permits have always been required but never procured prior to this year. Also, Dave Doucette mentioned that a law in 2009 also requires all building permits to include a CO monitor to be installed in all homes being reroofed. All homeowners need to be certain that a monitor is installed in every home. One member also questioned the wording in the report of "profit and loss." It was suggested that this wording could be amended to "revenues and expenses." Items in the report were discussed. The report as presented was approved, subject to audit.

New Business

The proposal/approval for snow removal, driveways and sidewalks, was deferred to the executive committee. The proposal/approval for snow plowing, streets was deferred to the executive committee by a motion from Gene Pickett, seconded by Dave Doucette. The president called for any discussion, followed by vote, to so move the motion. Motion is approved as presented.

A proposal/approval for asphalt crack sealing and seal coat was presented. Gene Pickett moved to consider a bid from Alpine Paving, a company used in past years in the amount of approximately \$10,150.00, seconded by Dave Doucette, and approved as presented.

CO alarms were installed in the buildings receiving new roofs this year, which is a homeowner cost. Fire Department will come out to help residents in changing batteries in smoke alarms.

Old Business

Concrete bids were discussed for 4 and 14 West Ridge Ct for curbing, to be paid for by the homeowners. Gene Pickett proposed to accept the proposal from QHI Construction, Inc. for the curb replacements. An additional proposal by Gene Pickett requested replacement of two sidewalk pads and concrete work at 20 West Ridge and 28 West Ridge, work to be completed by QHI, to be paid for by the association. Discussion followed and then approved as presented.

Committee Reports

Gene Pickett spoke to his report in the past newsletter. He added comments on aspen tree removal on North Ridge Ct. He asked homeowners to be alert to other trees that could cause damage to properties. He also talked about some turf problems on South Ridge and other locations. Rock wall work will begin on East Ridge. Window wells replacement will begin at 40 East Ridge Ct. Residents at the meeting were notified of this work that will require large equipment to move onto the streets and properties. Tree pruning was completed in the berms. The water audit report was reviewed and divided into current work and future work.

Dave Doucette reported the gutter priorities that will be followed for the remainder of the season. Heat tapes will be reinstalled after gutters are repaired. Roof problems are also under review. Dave recommended a different pad material for next year's swamp cooler start up, as this material keeps the coolers in a much cleaner condition.

BMSA Delegate Report

Ken Wyman, our delegate, submitted a written report this month read by the president. This report is available upon request.

Adjournment

With no further business to come before the Board, a **motion** was duly made by Dave Doucette and seconded by Gene Pickett to adjourn the meeting at 6:26 PM. ***Passed***