

**ROXBOROUGH VILLAGE FILING 16A HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
MINUTES OF MEETING
March 5, 2008**

A regular meeting of the Roxborough Village Filing 16A Board of Directors was held on Wednesday, March 5, 2008 in the Roxborough Village Fire Station in Littleton, Colorado.

- I. Roll Call, Call to Order** – Vice President Hulse called the meeting to order at 7:00 PM. Members present: Rebecca Hulse, Elliot Goldman and Renee DeRocher. Members absent and excused: Ron Bendall and Terri Stange. Others present: Owners per the attached sign-in sheet, and Kathy Christensen of KC & Associates, financial/covenant manager.
- Vice President Hulse noted that a quorum was present necessary to conduct the business of the Board and the Association.
- II. Open Forum** -- Residents commented and discussed: 1) Dog run possibly installed without permission along side a fence; 2) Homeowner proposed Code of Ethics – The Board commented that a legal analysis was obtained and many items were already contained in the existing Code of Ethics as part of Senate Bill 100 Policies. Board agreed to meet to discuss the proposed Code of Ethics.
- III. Review of Minutes** – Following review, the February 6, 2008 regular meeting minutes were approved as presented without objection.
- IV. Old Business**
- A. Landscape Work & Improvements**
 - 1. Ratification of Proposals – a) Two Mule Deer sidewalk proposals reviewed, pending one additional. No decision made at this time.
 - B. Reserve Study** – One proposal reviewed, others requested and will be emailed out between meetings.
 - C. Irrigation Contract** – Decision postponed pending MD Agreement.
 - D. Miscellaneous Issues** – None.
- V. New Business**
- A. Metro District Irrigation Agreement** – Following discussion, the Board requested the Agreement be forwarded to legal counsel for comment and opinion.
 - B. 2006 Audit & Tax Signing** – Director Hulse next signed State and Federal Income Taxes, and requested that the Auditor Letter be signed by a prior board member, if possible.
 - C. 2008 Picnic** – Discussion commenced on picnic and/or an Ice Cream Social to be held at the lake. June 14 or 15th was announced as the tentative date of the event. Board wishes to keep it low budget, possible pot luck style. Director Hulse will research prior events for bands, rental company, clown, etc.
- VI. Committee Reports** – The Board seeks membership involvement in Committees. Directors Hulse and DeRocher community liaisons.
- A. Website** – Coming along with sign ups and emails. Discussed possible ‘legal corner’ by legal council – no decision made. Legislative updates possible inclusion on site. Director Goldman liaison, send information to him.
 - B. Capital Improvement** – Homeowner Holden announced possible recommendations. Following discussion, the Board requested that a list be emailed to them outlining level of priority.
 - C. Design Review** – One application submitted at meeting for review.
- VII. Financial Report & Accounts Payable Reports** – The Board next reviewed the unaudited financial report setting forth the cash deposits, investments and budget analysis through the period ending January 31, 2008.

- VIII. Manager's Report** – Manager's Report reviewed containing work orders, etc. Irrigation contracts announced by the landscaper will be obtained from Indian Summer, Greens by Design and Valley Crest. Swing set installation will be researched. Native mowing and debris dumping discussed. Work order to Keeton Industries to check out fountains, and calibrate clocks and times.
- A. Violations** – Violation Report was reviewed and discussed. Possible problem on Pintail Court.
- B. Collections** – Collections were reviewed and discussed. Recommended payment plans and account write-offs approved as submitted. The Board next discussed late fees and interest charges on accounts. Following discussion, the Board approved on accounts less than \$250 and owner making monthly payment of assessment, if accumulation of charges are found to be only late fees and/or interest, to waive fees to bring account current. Following further discussion, upon motion duly made by Director Goldman and seconded by Director Hulse to reduce the Late Fee charged to \$20.00, effective immediately.
- IX. Miscellaneous/Announcements**
- A.** Next meeting scheduled for April 2, 2008 at the Roxborough Fire Station beginning at 7:00 PM.
- B.** A meeting will be set with legal counsel to discuss collection matters.
- X. Adjournment** – There being no further business to come before the board, upon a motion duly made and seconded and without objection, the Board adjourned the meeting at 9:20 PM.

Respectfully submitted by,
Kathy Christensen, Financial/Covenant Manager

THE FOREGOING IS THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE ABOVE AND WAS APPROVED ON THIS 2nd DAY OF APRIL 2008.

_____/Terri Stange/
Secretary