

**ROXBOROUGH VILLAGE FILING 16A HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
MINUTES OF MEETING
December 5, 2007**

A regular meeting of the Roxborough Village Filing 16A Board of Directors was held on Wednesday, December 5, 2007 in the Roxborough Fire Station in Littleton, Colorado.

- I. **Roll Call, Call to Order** – President Bendall called the meeting to order at 7:00 PM. Members present: Ron Bendall, Rebecca Hulse, Jarrott Sorenson, Elliot Goldman and Terri Stange. Members absent and excused: All present. Others present: Homeowners per the attached sign-in sheet and Kathy Christensen of KC & Associates, financial/covenant manager.

President Bendall noted that a quorum was present necessary to conduct the business of the Board and the Association. The Agenda was changed to allow the Project Manager's Report prior to the Open Forum.

The Board next appointed Elliot Goldman to serve the remaining position vacated by prior President Zaborenko. Term expires in January 2008.

- II. **Project Manager's Report** – Director Stange outlined projects and duties performed by the Project Manager since the last meeting. These duties included: 1) Tree wrap for new trees; 2) Staking of tree; 3) Two property reviews with the Board for tree stakes and landscaping issues; 4) Contracting with snow removal company; 5) Architectural design for future capital improvement project menu requested; 6) Doggie station reinstalled; 7) Engineering review of a drainage issue on an owner's lot; and 7) Installation of a trash can at Dove Tail. The Board will meet with the Project Manager to discuss future expectations, hours of work, and possible redefining of the remaining contract. A cap has been implemented on all future expenditures.

III. **Open Forum** –

A. **RATPAK** – Bird houses around lake – No representative in attendance.

B. **2008 Budget Review & Approval** – The membership was allowed an opportunity to comment on the proposed 2008 Budget. Following discussion and comment on modifications and reallocations to the Budget, the 2008 Budget was approved by the membership as amended. The Budget will be included with the Annual Meeting Notice to all members and posted on the website.

C. **Open Forum** – Discussion topics included: 1) Fountain times and costs to run; 2) Capital improvement projects for the future; 3) Project Manager role and evaluation of pay and need of position; 4) Adjacent proposed Douglas County developments; 5) Recreation Center landscaping issues; and, 6) Roxborough Metro District contribution of \$5,000 towards the Valley Circle Project. The Board suggested that member's questions be submitted via the website so that research, if necessary, could be accomplished so that answers might be available at the meeting.

- IV. **Review of Minutes** – Following review, the November 6, 2007 regular meeting minutes were approved without objection.

V. **President's Report**

A. **Landscape Work & Improvements**

1. The Board next ratified the Borne Engineering proposal for review of a drainage issue along Village Circle at a cost of approximately \$800.

B. **Miscellaneous** – None.

VI. **New Business**

A. **Annual Meeting Notice Review** – Approved as amended.

B. **Insurance Renewal** – Reviewed for renewal with Travelers Insurance. Renewal cost quoted close to 2007 cost.

C. **Trash Contract** – KCA to negotiate with vendor and obtains costs.

VII. Committee Reports

- A. Website – Upon motion duly made by Director Hulse and seconded by Director Bendall, the website proposal was approved without objection as submitted at an annual cost of \$600.00 for maintenance and implementation.
- B. Design & Covenant Review – Combined with the Architectural Control Committee. Items for newsletter welcomed.

VIII. Financial Report – Accounts Payable – The Board next reviewed the unaudited financial report setting forth the cash deposits, investments and budget analysis through the periods ending November 30, 2007.

IX. Manager's Report -- Reader File reviewed.

- A. Violations – Updated. Director Hulse to ride with Covenant Manager during an upcoming property review. Date to be determined.
- B. Collections – Updated. Several accounts are at legal in various stages of collection. Foreclosures are up.

X. Miscellaneous Discussion Items

- A. The next meeting will be the Annual Meeting of Members scheduled for January 16, 2008 at the Arrowhead Golf Club in Roxborough Village.
- B. The Board next accepted with regret the resignation of Director Jarrott.
- C. The Board next appointed Director Strange to fill the position vacated by Director Jarrott with a term ending 2009.
- D. Election of Officers – The following officers were elected to serve until the next annual meeting of members: President – Ron Bendall; Vice President – Rebecca Hulse; Treasurer – Elliot Goldman; Secretary – Terri Strange.

XI. 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 11:00 PM.

Respectfully submitted by,
Kathy Christensen, Financial/CCR Manager

THE FOREGOING IS THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE ABOVE AND WAS APPROVED ON THIS 6th DAY OF FEBRUARY 2008.

Secretary