



Meeting of the Board of Directors

October 15, 2015

### **Minutes of Meeting**

The Board of Directors met at 1:00 p.m. with all directors present, namely Justice Keller, Mary Parsley and Bill Brown.

The minutes of the October 7, 2015 were approved as presented.

On October 9, Bill attended a site meeting with Jefferson County Road and Bridge staff and homeowners (Rutherford) (meeting scheduled by homeowner) to review surface water drainage at their property. Carlos Atencio attended for the County and informed us that he is now the primary contact going forward. Bill subsequently forwarded e-mail summaries of HOA issues to Carlos for his reference.

There have been no other changes in the open issues with Jefferson County, including surface water drainage, signage near the emergency access gate on Flora Street and dead trees behind the fence along Flora Street.

Financial statements year-to-date through September were reviewed and discussed regarding direction for the 2016 Budget.

Draft policy and procedure documents were submitted to counsel for review and redlined documents have been received. The Board reviewed the policies and redlines, and has scheduled a meeting with counsel (Hindman – Sanchez) for November 4 to review the policies, redline comments received and Board questions.

The Annual Meeting of the association is scheduled for December 7, 2015 at 7:00 p.m. at the Fairmont Fire Station. The agenda for that meeting was reviewed at length, to include highlights of 2015, financial report and proposed 2016 Budget, election of directors, a short overview of the association operations and responsibilities(homeowner education), and New Business that may include (1) electronic communication with homeowners and (2) a 2016 analysis of financial needs and publication of a Reserve Funding Report.

The next meeting of the Board will be Monday, November 9, 2015 at 10:00 a.m. to finalize (1) the annual meeting agenda and 2016 Budget prior to distribution of Notice of Annual Meeting to homeowners, and (2) adopt policies and procedures following review with counsel.

Respectfully submitted,

William E. Brown, Secretary