

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE WOODBOURNE HOMEOWNERS ASSOCIATION HELD JANUARY 20, 2021

A special meeting of the Board of Directors of the Woodbourne Homeowners Association ("HOA" or "Board") was held on Wednesday, January 20, 2021, at 7:00 p.m., as a virtual meeting via Zoom due to the COVID-19 pandemic.

Attendance Directors In Attendance Were:

Justin Sasso
Sharon Erickson
Jeff Lubthisophon
James Meyer
Brittney Rodgers
Jeff Hoffman

Also In Attendance Were:

Celeste Terrell; CliftonLarsonAllen LLP
Susie Ellis; Community Property Specialists
Tim Wilson & Riley Goldstein; Merrill

I. Call to Order

The Board called the meeting to order at 7:05 p.m.

II. Public Comment

None.

III. Committee Reports

A. Landscaping

1. Review and Consider Approval of Proposal for Ash Borer Treatment from Monster Tree Services in the amount of \$5,368

Following discussion, the Board decided to table this item. No action was taken.

2. Review and Consider Approval of Proposal for Pruning from Monster Tree Services in the amount of \$17,100

Following discussion, the Board requested Ms. Terrell solicit two additional proposals for pruning using the specifications from the comprehensive tree plan. No action was taken.

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B. Pool/Clubhouse

Following discussion, the Board determined the Clubhouse will continue to remain closed and no reservations may be made due to COVID-19. The Board requested communication be sent to Woodbourne Wave regarding the pool opening.

C. Design Review Committee –3 Requests since Previous Meeting

Ms. Terrell provided an update to the Board.

D. Covenant Enforcement

Ms. Ellis reviewed the Covenant Enforcement Report with the Board.

E. Social Events

Directors Sasso and Meyer provided an update to the Board. Director Meyer provided a social events calendar for review.

IV. Administrative Matters

A. Review and Approval of November 18, 2020 Board Meeting Minutes, November 18, 2020 Budget Ratification Minutes and November 22, 2020 Board Meeting Minutes

Upon a motion duly made by Director Meyer, seconded by Director Sasso and, upon vote unanimously carried, the Board approved the November 18, 2020 Board Meeting Minutes, November 18, 2020 Budget Ratification Minutes and November 22, 2020 Board Meeting Minutes.

B. Review and Accept December 31, 2020 Financial Statements

Following review, upon a motion duly made by Director Meyer, seconded by Director Rodgers and, upon vote unanimously carried, the Board accepted the December 31, 2020 Financial Statements.

1. Review Delinquent Accounts

Ms. Terrell reviewed the delinquent accounts with the Board.

C. Ratify Approval of Current Claims

The claims provided were incomplete. No action was taken.

D. Other - None.

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V. Old Business

A. Update on Food Trucks for 2021

Director Sasso provided an update to the Board.

B. Discuss Investment Options

Tim Wilson and Riley Goldstein from Merrill Lynch provided an annual investment review and recommendations to the Board. No action was taken.

C. Discuss and Consider Approval of Proposal for Small Monument Sign on Frost from Architectural Signs in the amount of \$40,493.03

Ms. Terrell provided an update to the Board that she will send a second proposal to the Board upon receipt.

D. Other

Ms. Terrell provided the Board with an update on the action item list for the community. The Board discussed updating the fine schedule.

VI. New Business

A. Review and Consider Approval of Proposal to Install Door Closer from Arapahoe County Security Center in the amount of \$1,108.93

The Board noted the door does not close properly following the previous repairs performed. Ms. Terrell will follow up with the contractor to seek a solution.

B. Other – None.

VII. Executive Session

An Executive Session was not necessary.

VIII. Adjournment

The Board adjourned the meeting at 8:55 p.m.

Respectfully submitted,

DocuSigned by:

Ermin Elizondo

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Secretary for the meeting

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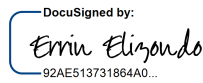
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