

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
WOODBOURNE HOMEOWNERS ASSOCIATION (THE "HOA")
HELD
MARCH 9, 2022

A special meeting of the Board of Directors of the Woodbourne Homeowners Association (referred to hereafter as the "Board") was convened on March 9, 2022, at 7:00 p.m. at the Woodbourne Homeowners clubhouse. The meeting was open to the public.

ATTENDANCE:

Directors In Attendance Were:

Jeff Hoffman, President
Kit Badger, Treasurer
Errin Elizondo, Secretary
Sheryl Archuleta, Secretary- Via Teams
Darrel Loyd, Member at Large

Also, In Attendance Were:

Celeste Terrell; CliftonLarsonAllen LLP (CLA) Via Teams
Kevin and Mandy May; Homeowners

CALL TO ORDER:

The Board called the meeting to order at 7:03 p.m.

**PUBLIC
COMMENT:**

There was discussion on the swim team activity. It was noted there is no cost to the swim team for reserving the Clubhouse, but a deposit is still required. The Board decided there was no COVID waiver for the swim team to fill out for the 2022 season as long as no public health order is in place.

There was discussion around the placement of cones for home swim meets. Colorado Department of Transportation sent a letter stating coning off parking on a residential street is a misdemeanor. The swim team will send notice to all swim team members asking that the members do not park in front of residences. The swim team will discuss further at their next swim team meeting.

**COMMITTEE
REPORTS:**

Landscaping: The Board discussed replacing a tree that was cut down on West Fremont Ave and what tree it should be replaced with. Ms. Terrell will request recommendations from Bailey Tree.

Pool/Clubhouse: Ms. Terrell confirmed that the pool will be open in time for the first swim team practice. Discussion followed on hosting a follow up meeting with Perfect Pools. The Board decided that Mr. Bradbury does not need to come to the April Board meeting, noting they would set a separate meeting with them at a later date.

The Board discussed replacing the pool tiles. Following review and discussion, upon a motion duly made by Director Elizondo, seconded by Director Loyd and,

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upon vote, unanimously carried, the Board approved the Pool & Spa Medics proposal in the amount of \$15,893 with the cobalt blue tile.

Design Review Committee – 15 requests since the February 9th meeting:

Ms. Terrell reviewed the Design Review Requests with the Board.

Covenant Enforcement: Ms. Ellis was not in attendance, so no report was provided. The Board would like to review the notices and templates to see what the language looks like on them. Ms. Terrell will follow up.

Social Events: Ms. Terrell provided an update to the Board on the social events scheduled for 2022. The Board would like to ask CLA to arrange a large item pick up event can be scheduled for Sunday, June 5th or Monday, June 6th.

There was also discussion around the July 4th event. Director Archuleta will lead the event.

Newsletter Items: The Board discussed newsletter contents highlighting the Easter event and the note about proxies for the Annual Meeting. She noted CLA will send out an email blast with instructions on how to submit proxies online.

ADMINISTRATIVE MATTERS:

February 9, 2022 Board Meeting Minutes: Following review, upon a motion duly made by Director Hoffman, seconded by Director Elizondo and, upon vote, unanimously carried, the Board approved the February 9, 2022 Board meeting minutes, as presented.

Delinquent Accounts: Ms. Terrell sent the Board an email of the delinquent accounts.

January 31, 2022 Financial Statements: Ms. Terrell reviewed the financial statements with the Board. There was a question on the budget numbers. The Board would like to review the budget numbers mid-year. Following review and discussion, upon a motion duly made by Director Badger, seconded by Director Elizondo and, upon vote, unanimously carried, the Board accepted the January 31, 2022 Financial Statements, as presented.

Claims: Following review, upon a motion duly made by Director Badger, seconded by Director Hoffman and, upon vote, unanimously carried, the Board approved the claims, as presented.

Other: None.

OLD BUSINESS:

Clubhouse Updating: Ms. Terrell noted there is only one volunteer. The Board will attempt to solicit for more volunteers.

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Discussion on Concrete:

Kenny's Concrete Estimate in the Amount of \$6,000: The Board tabled any decisions regarding concrete until after the reserve study is reviewed. No action was taken.

Pool Gate: Director Hoffman noted the pool gate is in need of repair and should be coordinated at the same time as the concrete repair. This item was deferred until after the reserve study is reviewed. No action was taken.

Reserve Study: Ms. Terrell provided an update noting the reserve study is scheduled to be completed by March 18, 2022.

Other: None.

NEW BUSINESS:

Governing Document Revision Discussion:

ACC Guidelines

By-laws

Declarations

Rules and Regulations

Ms. Terrell reviewed the process of amending the documents. No action was taken.

Other: None.

EXECUTIVE SESSION:

Executive Session: An Executive Session was not needed.

ADJOURNMENT:

There being no further business to come before the Board at this time, upon a motion duly made by Director Elizondo, seconded by Director Hoffman and, upon vote, unanimously carried, the meeting was adjourned at 9:01 p.m.

Respectfully submitted,

DocuSigned by:
By Sheryl Archuleta
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Secretary for the Meeting