



Vista Point Owner's Association
Board of Directors Meeting Agenda

February 19, 2015

- ❖ Call meeting to order: The following members were in attendance: The following members were in attendance: Mike Connelly, Andria Barberi & Renate Fleisch.
- ❖ Approval of Minutes from 11/20/2014:
M/S/P: Mike/Andria: Passed
- ❖ Report of Officers: None
- ❖ Report of Committees: None
 - Landscape Committee: None
 - Finance: None
- ❖ Unfinished Business:
 - ◆ Records & Rules –
 - According to the list the following policies need updating
 - Collection policy – add 6 month payment plan, add denial of services for plowing, trash, shoveling & irrigation.
 - Update records policy in our responsible governance – do not disclose names & google groups used for communications
 - Create policy for noxious weeds to enable HOA to enter property within 1 week to treat. The first notice should go certified to make sure it is received.
 - Create policy for 48 hour ability to tow improper or vehicles in violation from private property.
 - Ensure rules and regs are included in short and long term rental contracts.
 - Clarify permission to have trailers or sport stuff out over short period and how this would work.
 - Make sure rules are in compliance with our governing docs.
 - Based on other legal expense incurred this year we have opted to postpone this formal update in order to incorporate any additional changes made at the legislature during the next session.
 - Action Item: Jen will reach out for quotes on how much this will cost.
 - ◆ Architectural Review Board Committee & ARC Docs – We need a committee to take this on to finalize this document before spring.
 - Jen & Ken will present this new version they have been working on.
 - The Association takes no representation on where to plant the tree.
 - Jen will ask Ken for his comments by end of next week and then will distribute to the board for adoption.
 - Association Hot Issues:
 - ◆ Upcoming neighborhood meeting – 3/27/2015. We will be holding our meeting in the new community center meeting room. Please send Jennifer any items you want to cover that is in addition to our regular agenda.
 - ◆ 34 Sheppard Circle
 - Update: This is still in the same place as last year. We will continue to keep tabs on this.
 - ◆ Transition for Jennifer after June 2015.
 - New License requirements are being put in place for the summer of 2015 which will require our manager to hold a license. Jennifer is not interested in pursuing this



licensure. We will need to find a new manager or solution for managing the association going forward from there.

- Thoughts to consider: Eunify software for HOA management at \$150/month, Traditional management companies, self management with limited for bookkeeping
- Mike or Jen will mention that there will be changes in CIOA laws which changes how managing agenda re licensed. This will impact how we operate as an association and may impact dues.

- ◆ Plowing:
 - The Anderson's reported a tree at the end of their driveway was knocked over by the plow truck. They attribute this to the fact that the plow person does not like them and want to know if they have the tree fixed or replaced in the spring. I did let her know that since the tree was in the snow stacking area that I did not expect there would be a remedy as that is the consequence of having trees in the ROW & Snow stacking area.
 - Put a note in the next notice reminding neighbors that landscaping in the snow stacking is at their own risk and
 - Mike will respond to her formally.
- ◆ Presentation of Budget for 2015 for approval: Jennifer presented a basic budget that is balanced between all household types. She also presented a reserve budget for adoption. These will be posted for the board at large to review and approve prior to our meeting at the end of March. Jennifer worked on other reserve scenarios that the board can look at as needed.
- ◆ We also noted that we are not funding the reserves to the extent we have in the past. A new reserve study is justified since we have not had a formal one in 7 years. The board will adopt a budget using the current status quo and let the reserve study direct how dues should be affected after we have that info.

❖ Policy Decisions: None

❖ Public Comment Session: None

❖ Final Board Comments: Renate asked why the shoveling service was coming later this season. We will send Jon a request to come earlier for the remainder of the season if their schedule can accommodate it.

❖ Motion to Adjourn: 5:00 pm.

- Andria/Mike: Unanimously Passed



Vista Point Owner's Association
Board of Directors Meeting Agenda
November 20, 2014

- ❖ *Call meeting to order: The meeting was called order at 2:12 pm.*
- ❖ *Approval of Minutes from 9/24/2014: The following members were in attendance: Mike Connelly, Ken Saurerberg, Andria Barberi.*
 - *M/S/P: Ken/Mike 3-0*
- ❖ *Report of Officers: None*
- ❖ *Report of Committees: None*
 - *Landscape Committee:*
 - *Finance:*
 - ◆ *Review and accept actual to budget statement attached to the agenda for Jan – October 2014. Just a note. Things are really looking good. We have little delinquencies and budget items have fallen in line with predictions. We should be able to fund reserves fully this year.*
 - *M/S/P: Ken/Mike 3-0*
- ❖ *Unfinished Business:*
 - ◆ *Records & Rules –*
 - *According to the list the following policies need updating*
 - *Collection policy – add 6 month payment plan, add denial of services for plowing, trash, shoveling & irrigation.*
 - *Update records policy in our responsible governance – do not disclose names & google groups used for communications*
 - *Create policy for noxious weeds to enable HOA to enter property within 1 week to treat. The first notice should go certified to make sure it is received.*
 - *Create policy for 48 hour ability to tow improper or vehicles in violation from private property.*
 - *Ensure rules and regs are included in short and long term rental contracts.*
 - *Clarify permission to have trailers or sport stuff out over short period and how this would work.*
 - *Make sure rules are in compliance with our governing docs.*
 - *Based on other legal expense incurred this year we have opted to postpone this formal update in order to incorporate any additional changes made at the legislature during the next session.*
 - ◆ *Architectural Review Board Committee & ARC Docs – We need a committee to take this on to finalize this document before spring.*
 - *We sent this out but did not do any work on it. This and an accompanying maintenance standard would be a good document to get complete and adopt.*
 - *Ken & Renate are willing to look at this. We would really need this to occur before Jennifer transitions out of her current position.*
 - *Action Item to get this done: Ken and Jen will meet to work on these.*
 - *Association Hot Issues:*
 - ◆ *Meeting Dates for Q1 2015, Q2 2015 and finalize AGM Date*



- *Third Thursday of the second month of the quarter: 2/19 & 5/21, 8/20, 11/19 2:00 pm.*
- *AGM March 27 at 6:30 pm*
- ◆ *34 Sheppard Circle – Update: This is still in the same place as last year.*
- ◆ *Transition for Jennifer next summer: We will continue to monitor this issue and prepare for a transition we have plenty of time to take care of this.*
- ◆ *Plowing and Shoveling start of the season feedback:*
 - *We need to shovel the width of the sidewalk. Ken will talk to them about the snow stacking on Sheppard Circle.*
 - *Treasurer position: With Rob's moving, Andria will assume the Treasurer position. Jen will send Mike a letter to authorize the necessary changes to our bank accounts.*
- ❖ *Policy Decisions: None*
- ❖ *Public Comment Session: None*
- ❖ *Final Board Comments: None*
- *Motion to adjourn 2:53*
 - *Andria/Mike – 3-0.*