

The Ranch Filing No. 3 Homeowners Association
Regular Meeting of the Board of Directors
November 18, 2014

Attendees:

Board Members: Mr. Dan Klenjoski, Ms. Donna Hamilton. Mr. John Grudis was absent.

Architecture Control Committee: The Chairperson of the ACC communicated their issues for discussion by email.

Homeowners: Andrew Gehring, Bob Chappel, Brian Gardner, George Parkhurst, Bills Marks, Joan Ophaug, Joy Couch, Tim Koehler.

1. **Proceedings:** Mr. Klenjoski called the meeting to order at 5:39 pm at the College Hill Library, 3705 West 112th Avenue, Westminster, CO 80031. It was determined that a quorum was present for the transaction of the business of the Association. This meeting is to be a reorganizational meeting of the Board of Directors.
2. **Open Forum:** A letter, requesting action from a homeowner, was given to the Board President.

Mr. Klenjoski explained the needs of the Board of Directors and the duties of the open positions on the Board. Ms. Hamilton and Mr. Klenjoski answered questions that were presented by the homeowners present. Several of those present volunteered to take a position on the Board of Directors. Others volunteered to help on the ACC or in any other position that the Association needs. A few homeowners were unable to attend this Board meeting, but they had expressed their willingness to serve to Mr. Klenjoski. He will communicate with those owners about future positions.

The new Board of Directors was formed. The Board members and their positions are listed below:

Dan Klenjoski	President
Tim Koehler	Treasurer
Joy Couch	Secretary
Andrew Gehring	Board Member
Brian Gardner	Board Member

Mr. Chappel volunteered to be on the ACC, and his name will be passed on to the Chairperson of the ACC. Mr. Marks volunteered to assist the Association in any way that is needed.

3. **Reports:**

- a. **ACC:** The ACC is having trouble communicating with the neighborhood inspector and they would like to investigate other options for inspectors. Ms. Ophaug shared her insights about the plus and minuses of having a resident conduct the inspections.
- b. **Minutes:** The minutes of the October 9, 2014 Board meeting were approved as written.
- c. **Treasurer's Report:** Ms. Hamilton reported that she had transferred \$3500.00 from the general reserves in the Money Market Fund to the Association's checking account so that there would be enough funds in the checking account to pay the Association's bills through December. The account balances are now:

Checking:	\$4,834.56
Money Market:	\$114,390.82

Ms. Hamilton also reported that all of the Association's bill have been paid for November. Two owners are still delinquent and not paying their Association bills. The home of one of these owners is scheduled for the Sheriff's sale in January. Another owner is working to bring their account up to date.

Ms. Hamilton shared her recent experience with other HOA fees and assessments, noting that The Ranch Filing #3 has a very low transfer fee and low dues. She recommended raising the transfer fee in 2015. The Board did not approve her recommendation. Ms. Hamilton moved that the 2015 Association Assessment be raised \$20.00 (not 10% as allowed in the By-Laws). Mr. Klenjoski seconded the motion. Motion passed. The 2015 annual assessment will be \$240.00.

4. New Business:

- a. **Board Members' terms:** Mr. Klenjoski's term will end in 2016. The length of the terms of the new Board members will be determined at the December Board meeting. These terms lengths will stagger, so that there will be continuity on the Board.
- b. **Bank signers:** The Board passed a Resolution to change the bank account signers. Dan Klenjoski, Tim Koehler, and Andrew Gehring will be the Board members who will be authorized to sign checks. This Resolution will need to be taken to the bank, and a new signature card created.

- 5. Adjournment:** The meeting was adjourned at 7:29 pm. The new Board will communicate by email to determine the best day, time and location for the Board's regular monthly meetings.

Respectfully submitted,

Donna B. Hamilton
Meeting secretary