

Meeting Minutes:
July 20, 2011 5PM

Board in Attendance:
Phone: Susan Sundsby, Chris Ferril, Natalie (CFO of Paul Ash)
At the Boulder Canyon Clubhouse: Priscilla Garcia and Laura Smith

Call to Order by Chris Ferril

Motion to approve June meeting minutes by Chris, second by Susan.

Treasure's Report

Susan invited Natalie (CFO of Paul Ash) to attend the meeting – they had previously discussed the status of the cash accounts and where Boulder Canyon now has that money. There is over \$200,000 in the main account at Wells Fargo Bank, and various amounts currently in CD's. Some of these CD's will be up for renewal soon. Currently, there is \$26k at Alliance Bank earning .10%. The revenue Boulder Canyon receives goes to the money market account at Wells Fargo in which funds are moved to the checking account to cover bills and expenses as needed.

Based on the 2011 Reserve Study Update, on a monthly basis, we should be contributing roughly \$9,000 into a reserve account – and therefore suggest we move \$9.5k per month to the “savings account”.

Because we have low interest rate, it was suggested we close the reserve account at Wells Fargo and move to Seacoast Bank. Motion by Chris Ferril to close the Wells Fargo reserve account and transfer the money to Seacoast bank for the increased amount of interest we will earn and deposit \$9.5k per month into this account. This would require opening an account at Seacoast. The motion was seconded by Bill Siegel, with Susan Sundsby in agreement.

A motion was made by Chris Ferril that the Treasurer will be responsible to look at CD rates and bring up this information to the board as our individual CD's come within 1 month of renewal. Motion was seconded by Bill Siegel, with Susan Sundsby in agreement.

Clarification on the open items related to the audit/ review discussion from our June Board meeting were presented. Natalie contacted the developer and made phone inquiries. According to the developer, he has never received a written request for an audit and since the developer's in-house CPA performed a monthly review of all financial transactions the cost of an independent audit or review was not justified. Susan Sundsby stated that the developer's reliance on his in-house CPA “review” is not sufficient in meeting the Board's responsibility to ensure that the HOA manages its finances in a prudent manner, including periodic financial reporting.

Susan's recommendation is to have an audit performed for the year ending December 31, 2011 and has received audit proposals from three local CPA firms. Other options include amending the CCR's if we don't wish to do a full audit, or we go ahead with an audit or review and look at amending the CCR's later. Bill asked when the audit would be done should we vote to go ahead with one. According to Susan this would take place around Feb of 2012, as 2010 is over with and we are well past the 90 day window to complete a full audit for the year ended December 31, 2010. Bill asked what the benefit was to spending the money on a full audit besides fulfilling the CCR requirement. Susan feels doing an audit is necessary in meeting, as stated above, the Board's responsibility and to assist us in following the Reserve Study guideline. So far we have had no oversight of records either – and a full audit would give us a good starting point. Bill asked where this money would come from considering that according to the reserve study we are already slightly underfunded. Susan discussed this cost being put into the budget for next year – and that this is a good example of being sure that we have our costs in place to meet upcoming needs.

Management Update in Old and New Business

Adobe Paving is scheduled to start the speed bumps the 1st week of August.

Regarding the parcel lockers, Laura found that there are no specific amount or styles required. The newspaper vending machines can be removed, as there is no contract with any vendor for them. Chris asked to hold off on this until the parcel boxes are decided upon just in case we still have space for them. Chris asked Laura to scan any requirements for the boxes and send that out to the board.

#2104 – the BBQ has been removed and everything is gone.

Signs for the pool area – Chris asked why the quotes we received had so many signs listed on them – we only need to replace the 3 that are currently up. Wants to replace all the small signs on each gate with one big sign per gate and also

wants to see the wording of the new signs before a final quote is obtained. Laura confirmed that she will obtain quotes for only 3 new signs.

Laura stated that the garage door damage is slated to begin on the following Thursday/Friday. Chris asked if the garages have been blocked off from the elements. Laura said they had not been covered, however they will do whatever is necessary at this point to stop any further damage or incur any further liability.

Laura discussed that the swipe card readers discussed for the pool area are roughly \$1,000 each and the cards are \$3.00 each. Still have to find out who is available and able to do the installation. Bill mentioned that the system Laura was quoting us on was a good system and asked about it recording logs of who is coming and going. According to Laura, the quote they got did not include any recordings of comings and goings by card holders. Bill feels we need a system that keeps a log of who is coming and going and Susan agreed with this – that if we invest in such a system we need a log to track and pinpoint problems if at all possible. Priscilla mentioned that she will ask more questions regarding the system.

Laura mentioned that Paul Ash has the approval to proceed with the air conditioning fix for the exercise room. Bill agreed to “option 3” presented to the board and Susan agreed with this. Chris made a motion to accept “option 3” for the fitness center, Susan made a second and Bill agreed.

Old Business

Chris asked about the Comcast trucks that had been parking in the front of the complex outside the sales office. According to Laura, one of them is a renter and has now stopped parking there and the other does not park there every day.

#17107 and the dumpster issue – according to Priscilla, there has been no response from him at all to the notices sent out and there have been no further complaints about his behavior.

New Business

Letter from the Shulls – where do we stand with this? Chris mentioned that the painting of the garages is part of the reserve study and is on schedule accordingly. The broken windows in the Sales office – according to Laura, quotes are being obtained on replacing those windows. Chris would like to get these fixed/replaced as soon as possible. The abandoned golf cart – Priscilla will take care of that after the meeting today. The peeling drywall paper – Chris asked if Tom or Charlie can address this. Priscilla said yes, she was going to go to the leasing office to talk about getting these issues resolved.

In other new business, Susan mentioned that we need to work soon on a budget and review of the reserve study and would like the assistance of a finance committee. Chris agreed and instructed Paul Ash to send out a request to the residents for help with this committee.

Call to Audience

It was mentioned that the weights in the weight room are missing again. This may have happened a couple of weeks ago. Chris mentioned that this is yet another reason why we need swipe cards and asked that we move forward with the swipe cards quickly.

Marcy Fralick asked about whether or not those who have not paid their dues can use a key card if we get them. Chris said that the rule is, if you don't pay your dues, you don't get to use the amenities. Bill mentioned that turning off an individual's key card is a good idea, so long as we are sure of the legalities.

Don mentioned seeing a young guy jumping the gate into the pool and was wondering as a homeowner, if he should confront such people. Priscilla's response to this was to call the police. In the first instance of this there would be a warning issued. Second violations etc would result in an arrest.

Carol LaCroix asked about CCR's and patio sun shades. Chris mentioned that no shades are permitted and CCR's would have to be modified. Carol asked what is the process for this and how fast can it be done if she wanted to have shades put in. Chris told Carol to give information to Priscilla and for Priscilla to then forward that to the board. Priscilla told us that changing the CCR's is an involved process and usually calls for 2/3 of ALL homeowners to vote.

Chris moved to adjourn the meeting and mentioned the next meeting would be August 17th.