

**NELSON FARM HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES**

1063 West Horsetooth Road, Suite 100 Fort Collins, CO 80526
January 25, 2012 6:30pm

Present were:

Board Members: Glenn Gray, Mark Remmers, Mark Pfaffinger, Asad Aziz and Tom Siconolfi. Mark Higgins and Joseph Harmon were absent. Trey Carroll (Senior Manager) with Colorado Association Services (CAS) was also present as was Eduardo Batlle with Havana Construction, LLC.

Call to Order/Quorum:

The meeting was called to order at 6:30pm by Glenn Gray and a quorum was declared present.

Havana Construction, LLC Concrete Pool Deck Review:

The Board discussed at length the details and variables relating to the needed replacement of the majority of the concrete pool deck, the pool house bathrooms concrete floors and a section of concrete north of the pool house and the related quote (\$55,600.00) from Havana Construction, LLC for the same. Eduardo Batlle with Havana Construction, LLC fielded several questions from the Board and agreed to provide the Board with additional cost quotes for the following options:

- 4000 PSI concrete
- 12" and 24" centers on the rebar installation
- Diving board replacement

The Board also agreed that any exposed plumbing should be inspected following removal of the existing concrete pool deck. A motion to approve the quote from Havana Construction LLC to complete the concrete work in the spring of 2012 (using existing reserve funds) was made by Asad Aziz and seconded by Mark Remmers. The motion was unanimously approved as presented. The motion carried. The Board also agreed to table discussion of replacing the pool house bathroom doors until completion of the concrete work in the spring of 2012.

Members Forum:

None present.

Approval of Minutes:

A motion to approve the draft meeting minutes from November 8, 2011 was made by Asad Aziz and seconded by Mark Pfaffinger. The motion was unanimously approved as presented. The motion carried.

Financial Review:

Trey Carroll (CAS) presented a financial review based on the December 31, 2011 reconciled financial report (inclusive of legal fees owed by the Membership relating to collection proceedings (\$225.00), and incurred by the Association, since the last Board Meeting). The financial review based on the December 31, 2011 reconciled financial report was unanimously accepted as presented. A motion to approve writing off the bad debt relating to 3224 Pepperwood Lane (\$38.86 - settled account) and 3349 Pepperwood Lane (\$182.62 - settled account) was made by Mark Pfaffinger and seconded by Asad Aziz. The motion was unanimously approved as presented. The motion carried.

Covenant Enforcement Review:

Trey Carroll (CAS) presented the Board with an overview of current covenant enforcement concerns.

Old Business:

Common area tree maintenance

Trey Carroll (CAS) reviewed quotes from Davey Alpine Tree and Valley Crest for annual common area tree maintenance. The Board tabled the quotes for consideration at a later date in 2012.

New Business:

CAS Management Agreement proposal

A motion to approve the CAS Management Agreement proposal valid from January 1, 2012 through March 31, 2013 was made by Mark Remmers and seconded by Tom Siconolfi. The motion was unanimously approved as presented. The motion carried. Trey Carroll (CAS) thanked the Board for their continued business and vote of confidence.

ADA – Splash Pool Services update

Trey Carroll (CAS) reviewed an update from Splash Pool Services regarding ADA compliance with the Board. Discussion ensued and no action is to be taken at this time.

Proposed 2012/2013 Budget

Trey Carroll (CAS) presented a proposed 2012/2013 draft budget inclusive of an assessment increase to \$345.00, as was previously directed by the Board, and fielded several questions regarding specific budget line items. A motion to approve the 2012/2013 draft budget was made by Asad Aziz and seconded by Mark Remmers. The motion was unanimously approved as presented. The motion carried.

2012 Annual Membership Meeting date

The Annual Membership Meeting will be held March 6, 2012 (6:30pm) at Shepardson Elementary School. Trey Carroll (CAS) agreed to produce the Annual Membership Mailing in the coming weeks.

Next Meeting:

The next Board of Directors Meeting will be held on Wednesday January 25, 2012 at 6:30pm. The meeting will be held at the offices of Colorado Association Services.

Adjournment:

There being no further business, Asad Aziz made a motion for adjournment and was seconded by Tom Siconolfi. The motion carried and the meeting adjourned at 8:40pm.

Respectfully Submitted,

Trey Carroll **PCAM®** Broker Associate
Director of Maintenance | Senior Manager
Colorado Association Services **AAMC®**