

MINUTES

Nelson Farm Homeowners' Association, Inc.

Board of Directors Meeting

Thursday, August 11, 2016

Associa – 1063 West Horsetooth Rd., Suite 100, Fort Collins, CO 80526

Call to Order

The business meeting of the Nelson Farm Homeowners' Association was called to order at 6:03 p.m. by President Marshall Flug.

Board Members present:

Marshall Flug, President
Benjamin Belt, Vice President, entered meeting at 6:30 pm
Ling Stewart, Secretary
Martha Small, Treasurer
Joe Dowdy, Director
Daniel Knab, Director

Colorado Association Services:

Jillian Weaver, CMCA®

Special Guests:

None

Open Forum – Heather Kerwin, Regional Vice President with Associa, was in attendance to discuss the Board's concerns regarding statement issues for the previous two billing cycles. Heather outlined operational changes that Associa is making in order to prevent these types of issues in the future. Associa will send a mailing to the community in the fall at no cost to the community, in order to test the new systems and checks once they have been implemented. Associa will also provide one year of VOLO Village at no charge to the Association, to improve communication to the Homeowners.

Minutes

The Board reviewed the Minutes from the June 22, 2016 Meeting.

Motion to:	Approve the Minutes of the June 22, 2016 Board Meeting
Made By:	Martha Small
Seconded By:	Joe Dowdy
Discussion:	None Further
Vote/Result	Motion carried unanimously.

Financials

- Preliminary financial statements for the month ending June 30, 2016 were reviewed. The total assets for the Association were \$254,129.87. Income for the month was \$(106,597.29), due to an accounting correction. Expenses were \$15,107.78. The cash balance in the Union Bank operating account was \$115,215.30.
- The total balance of the reserve account, adjusted for funds due/to from operating, was \$116,233.25.
- Delinquencies for the month ending July 31, 2016 were \$6,874.93. Delinquent notices will be sent to all delinquent accounts per the Association's collection policy at the end of the month.

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Unfinished Business

Asphalt Bids – One bid has been received at this time from ABC Concrete to replace the asphalt in the parking lot with concrete. The item was tabled until additional bids are received.

Leasing Restrictions – The Board reviewed the final draft of the rule regarding leasing that was discussed at the previous meeting.

Motion to:	Approve the updated Rules and Regulations, with the addition of the verbiage to clarify lease terms
Made By:	Joe Dowdy
Seconded By:	Martha Small
Discussion:	None Further
Vote/Result	Motion carried unanimously

New Business

Vendor Waivers – The Board discussed waivers for Hahn Plumbing, which performed several repairs in the men's restroom and the water fountain, and Fusion Fabrication, who repaired the broken gate to the kiddie pool.

Motion to:	Approve the vendor portal waivers for Fusion Fabrication and Hahn Plumbing
Made By:	Martha Small
Seconded By:	Ben Belt
Discussion:	None Further
Vote/Result	Motion carried unanimously

Pool Vandalism – The Board reviewed the vandalism that has occurred to the pool area this summer, and discussed potential preventative measures, including security cameras, signage, commercial glass and additional gates.

Motion to:	Approve installation of a gate in front of the entrance to the restrooms at the pool house, in an amount up to \$2,600.00, subject to final Board approval via email once sketches or photos of the proposed gate have been received
Made By:	Martha Small
Seconded By:	Ben Belt
Discussion:	The Board discussed the potential costs versus benefits for installing a gate. The windows will be addressed as a separate item.
Vote/Result	Marshall Flug, Ling Stewart, Joe Dowdy, and Daniel Knab voted in favor. Martha Small and Ben Belt were opposed. The motion carried 4 to 2.

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Other Business

City Swim Meet: The swim team opted not to participate in the city meet this year, due to not enough volunteer participation. The swim team is considering hosting the event in 2017, when they would have more time to prepare, and is requesting the permission of the Board.

Motion to:	Pre-authorize the swim team's participation in the 2017 city meet, should they so choose
Made By:	Martha Small
Seconded By:	Joe Dowdy
Discussion:	The Board discussed whether this item should be voted on by the current Board or by the new Board in 2017. As swim meets are typically organized in the preceding calendar year, the Board made the decision to vote on the issue.
Vote/Result	Martha Small, Joe Dowdy, Ling Stewart and Dan Knab were in favor; Ben Belt was opposed; Marshall Flug abstained. The motion carried 4 to 1 to 1.

Executive Session

Martha Small made a motion to enter executive session, and Joe Dowdy seconded. The Board entered executive session at 8:01 pm to review the status of delinquencies, as well as recent covenant letters sent to owners. There were no hearings scheduled for this meeting.

Reconvene in Regular Session

Martha Small made a motion to reconvene in regular session, and Joe Dowdy seconded the motion. The Board reconvened in regular session at 8:15 pm.

Motion to:	Write off the balance of account # 00124-0898 to bad debt
Made By:	Dan Knab
Seconded By:	Martha Small
Discussion:	The Board would like to continue to send demand letters in an attempt to collect
Vote/Result	Motion carried unanimously

There being no additional business to come before the Board, the business meeting was adjourned at 8:25 p.m.

The next regular meeting will be held on Monday, October 17, 2016 at 6:00 p.m. at Associa Fort Collins.

Respectfully submitted,

Ling Stewart, Secretary

Notes taken and transcribed by Jillian Weaver, CMCA®