

Centennial Trail HOA - Board meeting

Wednesday, Sep 14, 2016

home of Lou Supino and Anita Nebel

These minutes approved by the Board by e-mail October 27, 2016.

Board

present:

Charles Minter (President)

Lou Supino (Vice President)

Andy Edmondson (Treasurer)

Randy Doriese (Secretary; recording minutes)

absent:

Dot Jackson (Vice President)

Community

Anita Nebel (Architectural Committee)

7:47p– Charles calls meeting to order.

We do not read the minutes from our previous meeting (July). The Board has already discussed and approved these via email (and distributed them to the community and posted them to the CTHOA website).

Discussion of how the HOA's checking account is used: presently, paper checks require two signatures. However, most of our expenditures are now paid electronically (by Andy). There are no rules in our Covenants about expenditures handled via any method other than paper check. Our checking account is at 1stBank. In order for any other Board member (other than Andy) to have access to the checking account, that Board member has to go to the 1stBank at Meadows and request electronic access. Some of us will attempt to do this before the next meeting. Charles volunteers to be the Guinea pig.

Our tentative plan, once several of us have electronic access, is to rotate which Board member "checks" the checking account balance and expenditures each month.

We might want to set up a Board-only (password protected) portion of the website so we can post financial info, bank statements, etc. Randy to follow up with Emily Goodin, our webmaster – she had been working on setting this up.

Discussion of "roles and responsibilities of Centennial Trail Board members" document written by Andy in February:

We assign to the Vice President position the task of liaising with the main organizer of the Spring Cleanup. If there is no identified organizer, then the Vice President should recruit someone.

Suggestion that comes up as part of discussion of annual meeting: should we consider making an audio recording of the annual meeting? The idea would be to have the recording as an additional resource (beyond the written minutes) in case there is a need to verify what we discussed or voted on at the meeting. Charles volunteers to get in touch with our contact at the City HOA office to see whether this would be legal and if so, whether this would be advisable.

We suggest the following method to qualify motions to be voted upon at the Annual Meeting: if possible, proposed motions should be written up ahead of the meeting and distributed as part of the proposed meeting agenda. This will give members a better chance to have a clear understanding of what they are voting on, and will allow the option of directed proxies. We assign to the Secretary the task to ensure that “motions to be considered at the annual meeting” is an agenda item at the Board meeting before the annual meeting.

Next item: snow-removal contract. We have signed a contract with Prop Maintenance. Prop Maintenance uses hand-pushed snowblowers. We had good experiences with them the second half of last winter. The cost is \$250 per snowfall for the outlots and the 55th-St sidewalks (areas the HOA is *required* to maintain), and \$250 per snowfall for the sidewalks along Centennial Trail (areas the HOA *has opted* to clear of snow).

Next item: should we replace the old “Quiet Please” signs at either end of Outlot C? We agree that we should – they are rusty and bent. Charles volunteers to ping our contact at the City HOA office about what signage we are permitted to post (this is a City-owned path). Andy to look into what new signs will cost.

Next item: motor home parked long-term in driveway at 5210 is seemingly in violation of Covenant 9.7 Nuisances: “no ... motor homes ... visible from neighboring Lots or from the street.” Andy volunteers to ask that it be removed.

Next item: recent changes around the neighborhood that are potentially unapproved by the Architectural Committee (present membership: Anita Nebel, Jim Burton, Kent Zaitz):

- 5275 replaced front entrance stonework
- 5425 redid front deck

Another item seemingly in violation of Covenants:

- 5245 gate in fence seems broken, and fence seems to be rotting.

Discussion: are people getting proper permission to make changes from the Architectural Committee?
If not, what is the Board's responsibility?

Discussion summary, ideas:

- Invite full membership of Architectural Committee to future Board meeting.
- Enforcement of Covenants, even those related to the Architectural Committee, is the responsibility of the Board and not the Committee. The Board feels that the Committee should inform Board as approvals for various projects are granted, denied, or otherwise acted upon, so if Board does attempt enforcement, it has the information to act.
- This should be a discussion item at the annual meeting in early 2017: what does the community want the Board to do regarding enforcement?
- Should we have a section on the website that tracks project approvals (by year and by address, easily searchable) by the Architectural Committee? If so, this could also be a useful place to list what (if anything) on each property the Architectural Committee considered to be in violation and thus must be brought into compliance the next time the item is modified – this is information that should be made available to a new owner when a property is sold.

Next item: At a previous meeting, Lou volunteered to look into "posting" requirements (signs, including notice of the annual meeting). According the CCIOA, an HOA should post meeting notices in community areas "as feasible and practical." Our neighborhood does not have a practical location to post such notices (we have no community center or bulletin boards), so this seems not to apply to us.

We decide that our next Board meeting will be Thursday, Nov. 10 at Andy's house (7:30p start). Agenda items will include:

- planning of Board meeting (probably to be held in January) before annual meeting of association (probably to be held in late January or early February).
- invite Architectural Committee to discuss its approval process.
- invite Emily Goodin to discuss potential website feature requests.

Adjourn 9:56p.