

Northmoor Acres Homeowners Association
Board of Directors Meeting
February 15, 2018

The Meeting was held at Berthoud Community Center

Board Members Present: Directors Hersch, Gardner, MacFarlane, Rieke, Ruof, Sprague, Tams

Board Members Absent: Overlin

Meeting came to order at 7:06 p.m.

Meeting chaired by Board President Ruof

Approval of agenda: The agenda was reviewed and amended. It was moved, seconded and motion carried to approve the amended agenda.

Treasurer's Report:

Financial Report: The revised Board financial reports for June through December, 2017 were distributed by email. The January report was sent by email for review. Board members reviewed the January report and it was moved, seconded and motion carried to approve the report, once the dates on the cd's are corrected.

Kerr-McGee. We received 2 royalty checks from Kerr McGee on Northmoor's oil and gas lease for this month for \$12,749.32 (1-31-18) and \$1,994.08 (1-25-18).

CD. Treasurer had suggested opening another cd. The Board discussed and decided to wait a month.

Taxes. We had requested an extension and have been making estimated tax payments. The CPA finished the taxes and they were sent to the IRS and State of Colorado on February 5, 2018. We should discuss the amount of the estimated tax payments for the rest of this fiscal year with the accountant.

Outstanding Check. The Board discussed the uncleared check to homeowner at 20857 Northmoor Drive for \$33.65, 9/21/2017, # 3029. Director Gardner spoke to the homeowner, who will try to locate the check. If it is confirmed lost, we will reissue.

Barry Zaiger, CPA	CPA Tax Preparation	\$355.00
Barry Zaiger, CPA	CPA	\$80.00

HindmanSanchezPC Governing Document Rewrite	Professional Fees	\$704.00
Radical Design Annual Web Hosting	Web Page	125.00
Radical Design Monthly maintenance web page	Web Page	\$50.00
Travelers Insurance	Liability Insurance	\$800.00***
Susy Ruof Stamps for annual meeting	Professional Fees	\$70.00
Susy Ruof Envelopes	Professional Fees	\$5.84
Joanne Stroud Stamps	Stamps	\$49.00
Joanne Stroud (Sept payment and December Payment)	ACC Secretary	\$180.00
TOTAL		\$2,418.84

***Approved up to \$800 pending receipt of the bill – prior annual bills were \$754. It was moved, seconded and motion carried to pay the bills.

Secretary's Report.

December and January Minutes. The minutes of the December, 2017 and January, 2018 meetings were sent by email to the Board for review. President Ruof will send a reminder in a week for Board approval. Once approved, the minutes will be finalized and posted.

President/Vice President's Report. President Ruof reported on status of letters/invoices/routine business. Details follow below.

Drafted letters/emails

Letters/invoices mailed to:

20064 Cactus Drive – invoice with 7th late fee and added \$50.00 fine for repeat violation (ltr 2/15/18). Starting May 1, a late fee will start for the \$50 for the repeat violation.

Reserved room for annual meeting in Johnstown for March 10, 2018 – paid deposit with personal check for \$300, will submit bill for the room after the meeting when remainder of deposit is returned.

Mailed hard copies of newsletter

Mailed meeting letter and proxies – thanks to Director Tams, Paul Tams and Director MacFarlane.

Status of obtaining prior documents/computer from prior webmaster – also check on expiration date for prior northmoor domain name (northmooracres.org)

Old Business Covenant Enforcement:

20287 Northmoor Drive. Unapproved structures. The Board determined that a letter must be sent to the realtor regarding the unapproved structures on the property.

5071 Yucca Court: Shipping Container. Discussed reminder letter.

Old Business Other:

20064 Cactus Drive. Invoice with 7th late fee mailed 2/15/18.

Chimp Mail Training. President Ruof and Director MacFarlane will be trained in the near future.

A collection matter was moved to the end of the meeting.

New Business:

20064 Cactus Drive. There was a semi truck parked on the property on January 20, 2018. President Ruof drafted a letter. There was discussion and it was moved, seconded and motion carried to send the letter.

Insurance Company Questionnaire. President Ruof and Director MacFarlane worked on language for the answers related to oil and gas activity. It was moved, seconded and motion carried for President Ruof to send an update to the insurance company.

Garage Sale. There was discussion. The Board decided to include the garage sale in the budget and put it on the agenda for the Annual Meeting so the members could decide if they want to continue having an annual garage sale.

Hindman Sanchez Annual Contract/Invoice. GD Chairperson Deb Coulson suggested discussing the contract/invoice before payment. President Ruof and GD Chairperson Deb Coulson will communicate with the law firm.

Calendar. Annual meeting tasks.

Annual Meeting. Discuss annual meeting tasks

President Ruof will send drafts of the packet for review.
Discussed copy issues, timing, announcement letter, agenda, minutes, financials, proxies (Director MacFarlane), security (President Ruof), extra speakers (President Ruof), voting cards (President Ruof), refreshments (Director Gardner), pre-meeting date backup March 5, 2018 at Director Tam's house.

Presentations: Oil and Gas (Director MacFarlane), Governing Documents (Deb Coulson, committee chair), Budget (Deb Coulson, President Ruof, Director Rieke will work together), Property Maintenance status/budget (Director Gardner).

Committee Reports:

Neighborhood Committee. No report.

Architectural Control: No meeting in February so there was no report.

Property Maintenance: Director Gardner reported. He has prepared a budget which the Board members reviewed and discussed including replacement trees for ones which died. The Board discussed renting a backhoe to dig planting holes. This will be done in May.

Clean up weekend. Need to schedule the middle of May. May 12th was picked as the day.

Governing Documents:

The ACC is reviewing the section which includes ACC matters. There are insurance issues that need to be discussed. Prior Director Smith is ready to report on what items should be considered for Northmoor's liability policy and directors and officers policy.

New Members report.

Collection matter (continuation of Old Business)

20204 Cactus Drive – It was moved, seconded and approved to go into Executive Session. The Board came out of Executive Session. It was moved, seconded and approved for President Ruof to contact attorney.

Adjourned at 9:25 p.m.

Next meeting March 15, 2018.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Ginny Hersch, Secretary