

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

The Meeting was held at Berthoud Community Center

Board Members Present: Directors Gardner, MacFarlane, Ruof, Sprague, Overlin

Board Members Absent: Directors Hersch, Rieke and Tams

Meeting came to order at 7:15 p.m.

Meeting chaired by Board President Ruof

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

**Treasurer's Report:**

**Financial Report:** The Board report for February was distributed by email. Board members reviewed and discussed the report and it was moved, seconded and motion carried to approve the report. There was discussion about how checks and income are coded and tracked in our financial system and budget.

**Income: Kerr-McGee.** We received 2 royalty checks from Kerr McGee on Northmoor's oil and gas lease for this month for \$10,262.39 (2-28-18) and \$2,100.01 (2-23-18).

**Outstanding Check.** Homeowner at 20857 Northmoor Drive said he had cashed outstanding check # 3029 for \$33.65 dated 9/21/2017. The check isn't showing as cleared yet in our bank statement.

Barry Zaiger, CPA	CPA	\$80.00
Radical Design Monthly maintenance	Web Page	\$50.00
**IRS Estimated quarterly payment	Taxes	\$2,300.00
**CO Depart Revenue Estiimated quarterly payment	Taxes	\$210.00
Joanne Stroud	ACC Secretary	\$90.00
Supply Ditch Co	Ditch	\$850.00
Susy Ruof Payment for police \$75 Copies for handouts \$124.55	Annual meeting	\$199.55

Kim Gardner Walmart \$26.23 3/8/18 Walmart \$46.66 3/10/18	Annual meeting	\$72.89
Kim Gardner Loveland recycle \$8.00 Landfill \$9.00	Property Maintenance	\$17.00
TOTAL		\$3,869.44

\*\* Already paid. Treasurer has ongoing authority to pay taxes when due.

It was moved, seconded and motion carried to pay the bills.

**Secretary's Report.**

The February minutes were tabled – the secretary is out of town.

The Secretary drafted and sent:

20287 Northmoor Drive - realtor letter 3/6/18 with copy to homeowner.

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

20064 Cactus Drive – invoice sent.

Inquiry email sent to Hindman Sanchez about contract.

Directors MacFarlane and Ruof trained in Mail Chimp, prior Director Coulson has agreed to stay on administrator access list as backup.

President Ruof following up on getting electronic records from prior Director Martin.

Expiration date on old domain name (northmooracres.org) is April 29, 2019.

Ditch proxies were mailed/emailed to Bunyan Lateral Farmers Extension Ish

Directors Ruof and Tams are working on the “how to” for the annual meeting process.

Insurance list worked on – need to compare policies with new requirements. Notified current insurance company about royalties.

Posted 2017 annual meeting minutes and 2018-2019 budget – both approved at annual homeowners meeting.

Sent info re Senate Bill 152 to homeowner at 5070 Yucca Court to share with his volunteers.

**Old Business Covenant Enforcement:**

5071 Yucca Court. Container now removed. It was moved seconded and motion carried to approve the acknowledgment letter.

20287 Northmoor Drive - realtor letter 3/6/18 with copy to homeowner noting possible ACC violation. Homeowner responded that unapproved structures were removed, Board will verify.

**Old Business Other:**

20064 Cactus Drive – invoice with 8th 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. Eventually a lien can be filed.

Reverse 911 System. Training needed. President Ruof, Director MacFarlane and Director Sprague will work with prior Director Eldenburg.

Board Duties/Resources – Handout from prior Director Coulson given to all Board members.

Executive Session. It was moved, seconded and motion carried to delay the Executive Session until the end of the meeting.

### **New Business:**

Selection of Officers. It was moved, seconded and motion carried to table the election of officers until next month when more Board members can be present.

Food collection effort. Request for Board support from homeowner at 5348 Ocotillo Court on behalf of Johnstown's Food Pantry. Director Gardner will discuss more detail with homeowner, Board agreed to place information in the next newsletter.

Several properties were discussed re possible ACC/cleanup issues, Director Gardner will follow up. President Ruof will refer the possible ACC issue to the ACC for feedback.

Discussion of annual meeting – good questions from homeowners, presentations well received, need to have Board pre-meeting a week before annual meeting next year, get annual meeting draft minutes sooner, 3 people signed up for neighborhood committee, homeowners wanted to continue having the garage sale – need to schedule.

Discussion of how to notify homeowners when the date/place of a Board meeting needed to be changed. Agreed to put in newsletter that all meetings and any changes would be posted on the website calendar.

President Ruof sent agreed upon letter to insurance company, letting them know that we were now receiving royalties.

### **Committee Reports:**

Neighborhood Committee. Need to choose garage sale day and publicize it in newsletter.

Architectural Control: The ACC report for March was distributed and discussed. It was moved, seconded and motion carried to accept the ACC report.

Property Maintenance: Directors Gardner and Overlin reported – clean up and work day May 12 with back up of May 19. Tasks: planting 8 to 10 trees, regular ditch cleanup and maintenance. Discussion of equipment needed, division of tasks.

New Members report. Discussion of what we are handing out to new residents, any changes wanted, what is required to be approved by the ACC. Currently are handing out recent newsletters with references to our website.

20336 Northmoor Drive – for sale with new realtor.

20287 Northmoor Drive – for sale.

20164 Cactus Drive – for sale, under contract

EXECUTIVE SESSION. It was moved, seconded and motion carried to go into executive session to discuss legal advice concerning homeowner at 20204 Cactus Drive. The Board came out of executive session. It was moved, seconded and motion carried to send the homeowner an acknowledgment letter, to authorize filing a garnishment and starting the revival process.

Adjourned at 9:45 p.m.

Next meeting April 19, 2018.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Susy Ruof for Ginny Hersch, Secretary