



Northmoor Acres Home Owners Association
Board of Directors
MEETING Minutes – April 28, 2022
Johnstown YMCA Conference Room

1) Call to Order & Roll Call (Including Member Sign-in)

President Kienholz called the meeting to order at 7:01pm.

Directors Present: S Ruof; R Sprague; S Rieke; G Hersch;
 K Overlin; J Kienholz; P Tams; M Hoekstra; D Coulson

Members Present: Gary Rees, 5071 Yucca Ct ; Lisa Dell, 20067 Northmoor Dr

2) Vote: Agenda

Director Tams made a motion to approve the agenda. Director Ruof seconded the motion.

Discussion was held to add PIN 2002 to the Enforcement

Motion carried unanimously as amended.

3) Member Statement (if applicable) - No member statement made.

4) Enforcement

a) Tabled to May: Board Member(s) to conduct Neighborhood-wide Inspection, draft letters and update lot files as needed. Board to determine length of “term” and revise motion as needed to include.

b) Vote: Members, Covenant & ARC Committees to use [Covenant Violation Reporting Form](#)
Director Overlin made a motion to approve the Members, Covenant and ARC Committees. Director Coulson seconded the motion.

Discussion was held.

Change was made to combine Article 6 into the Article 5 section.

Agreement to send forms to both the Board and the Covenant committee.

Motion carried unanimously as amended.

c) [Violations Register](#)

i) Vote: PIN# 1001 - [Unapproved Structure/Fencing. Closure letter.](#)

Director Hoekstra made a motion to approve the Closure Letter for PIN #1001.
Director Overlin seconded the motion. Motion carried unanimously.

ii) Vote: PIN# 2705 - [Declaration 5.12\(d\) Vehicle Parking, Storage, and Repairs. 1st letter.](#)

Director Overlin made a motion to approve the first violation letter for PIN #2705. Director Hoekstra seconded the motion. President Kienholz abstained.
Remaining directors approved. Motion carried.

Note: There are links or references to certain board “packets”. Many of these forms are in draft form until approved by the Board at which time, the finalized version would become available to the Northmoor Acres membership. All votes will have a discussion period where Directors and/or Members, if identified by the Chair, may comment.



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- iii) Vote: PIN# 2801 - [Declaration 5.12\(d, e\) Vehicle Parking, Storage, and Repairs. 1st letter.](#)
Director Ruof made a motion to approve the first violation letter for PIN #2801.
Director Tams seconded the motion.

Discussion was held.

Violations related to snowmobiles with weeds growing through them, abandoned trucks in the coral, a trailer missing at least one wheel to be added to the violation, and inoperable Bobcat skid steer to be added to the violation letter.

President Kienholz abstained. Remaining Directors approved. Remaining Directors voted yes. Motion carried.

- iv) Vote: PIN# 1002 - [Declaration 5.12\(b\) Vehicle Parking, Storage, and Repairs. 1st letter.](#)
Director Tams made a motion to approve the first violation Letter for PIN #1002.
Director Coulson seconded the motion. Motion carried unanimously.

- v) Vote: PIN# 2014 - [Declaration 5.12\(b\) Vehicle Parking, Storage, and Repairs. 1st letter.](#)
Director Overlin made a motion to approve the first violation Letter for PIN #2014. Director Hoekstra seconded the motion.

Discussion was held.

Motion did not carry by unanimous no vote.

- vi) Vote: PIN# 2001 - [Declaration 5.3 Parking/Traffic Part b. Deliveries to home occupation](#)
Director Tams made a motion to approve the first violation Letter for PIN #2001.
Director Overlin seconded the motion.

Discussion was held

Roll Call Vote:

Tams: Yes

Hoekstra: Abstain

Coulson: Yes

Ruof: Abstain

Hersch Yes

Rieke: Yes

Kienholz: No

Sprague: No

Overlin: No

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Motion carried.

- d) Vote: PIN# 2002 - Declaration 5.12 Part D and E

Director Ruof made a motion to approve the first letter for PIN #2002. Director Tams seconded the motion.

Motion carried Unanimously.

5) Secretary Related

- a) Vote: [March 17, 2022 BOD's Meeting Minutes](#)

Director Overlin made a motion to approve the March Meeting Minutes. Director Coulson seconded the motion. Motion carried unanimously.

- b) Update: Records Disposal
c) Update: Storage Unit Rental
d) Tabled to May: All Committee File upload to G-Suite

6) Treasurer Related

- a) Vote: [March 2022 Financial Reports](#) and [April 2022 Bills](#)

Director Ruof made a motion to approve the March Financial reports and April Bills.. Director Coulson seconded the motion. Motion carried unanimously.

- b) Update: FY 2019-20 Income Tax refund not received

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7) Annual Meeting - Budget/Director Vote Count

- a) Report results of vote count and add information to Spring Newsletter
 - i) Ballots that were postmarked on the 25th to be added to the total:
 - ii) Budget
 - Reject 2
 - Approve 3
 - iii) Norm 3
 - iv) Christina 2
 - v) Hersch 4
 - b) Totals
 - i) Budget
 - (1) Approve 43
 - (2) Reject 8
 - ii) All three directors on the ballot received votes and were elected.
- c) Assign: Committee Member interest summary and potential followup
Director Ruof volunteered
- d) Discussion: G-Suite setup for new directors. President Kienholz to set up. New Directors to be included on the distribution group for board@northmooracres.com; however, voting rights are not active till early in next May's meeting.

8) Vote: Spring 2022 Newsletter

Director Ruof made a motion to approve the Spring Newsletter. Director Rieke seconded the motion. Motion carried unanimously.

- a) Discussion: Future Newsletter contributions

9) Good Governance Policies

- a) Vote: Alternative Dispute Resolution Policy
Director Ruof made a motion to approve the Alternative Dispute Resolution Policy. Director Overlin seconded the motion. Motion carried unanimously.
- b) Vote: Inspection and Copying of Association Records Policy
Director Hoekstra made a motion to approve the Inspection and Copying of Association Records Policy. Director Coulson seconded the motion. Motion carried unanimously.
- c) Vote: Investment of the Reserve Policy
Director Coulson made a motion to approve the Investment of the Reserve Policy. Director Tams seconded the motion. Motion carried unanimously.
- d) Vote: Reserve Study Policy
Director Coulson made a motion to approve the Reserve Study Policy. Director Ruof seconded the motion. Motion carried unanimously.

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- e) **Vote:** Collection of Unpaid Assessments Policy
Director Overlin made a motion to approve the Collections of Unpaid Assessments Policy. Director Ruof seconded the motion. Motion carried unanimously.
- f) **Assign:** Member notification of review period. President Kienholz will create the Mail Chimp notification to Members once the documents are uploaded.

10) Other Policies

- a) **Tabled:** [ARC Policy and Procedure including Charter and Forms.](#)
- b) **Vote:** [Horses](#)
Director Coulson made a motion to approve the Policy and Procedure for Enforcement of Declaration Section 5.8 Horses and Other Non-Household Pet animals Policy. Director Overlin seconded the motion.

Discussion was held

Vote was not held for more review time and meeting time constraints.
- c) **Tabled:** Lot Maintenance Guidelines. Director Sprague to draft.
- d) **Vote:** [Hire Altitude Law to draft policies related to solar panels, xeriscaping and signs/flags.](#)
Director Ruof made a motion to approve the solar panes, xeriscaping and signs/flags Policy. Director Tams seconded the motion.

Discussion was held.

Decision to vote on each policy individually

Sign and Flag Policy - Motion carried unanimously.

Xeriscaping Policy -
Hoekstra, yes,
Remaining Directors voted no.
Motion failed to carry

Solar Panel Policy -
Hoekstra, Ruof, Kienholz, Tams Sprague, Hersch Voted Yes
Overlin, Coulson Voted No
Motion Carried

11) Committee Charters

- a) **Vote:** [Greenbelt](#)

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Director Coulson made a motion to approve the Greenbelt Committee Charter. Director Overlin seconded the motion. Motion carried unanimously.

b) Vote: [Events](#)

Director Coulson made a motion to approve the Events Committee Charter. Director Hoekstra seconded the motion. Motion carried unanimously.

c) Assign: Covenant

Directors Coulson and Ruof agreed to draft the committee charter.

12) Vote: [Survey Results to membership](#)

Director Overlin made a motion to approve the Survey Results communication to membership. Director Coulson seconded the motion.

Discussion was held.

Motion carried unanimously.

13) Tabled to May: [G-Suite Folder Structure](#)

14) Committees Supporting the Association

- a) Architectural Review Committee. [April Meeting Report.](#)
- b) Events Committee: No update.
- c) Good Neighbor Committee: No recent move-ins.
- d) Greenbelt Committee: No update.

15) Off-Meeting Business Summary

- a) Insurance
- b) Water shares leased to Podtburg (ISH) and Yoakum (Supply)
- c) Annual Meeting Package mailed/delivered to Members before April 5, 2022
- d) Proposed Budget Q&A Session not held due to no questions received
- e) DORA report filed by Director Hersch.
- f) Altitude Law to file the annual report with CO Secretary of State as registering agent it (retainer covers fee)

16) Summary of Meeting Action Items: Responsible Party and Deadline

17) Next Board Meeting: 7:00 pm on Thursday, May 19, 2022 @ Johnstown YMCA/Online

18) Comments from Out-going Directors, if desired

19) Adjournment (Hard Deadline @ 9:00 PM)

Director Overlin made a motion to adjourn the meeting at 8:57 pm. Director Coulson seconded the motion. Motion carried unanimously.

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END OF MEETING

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