



Glen Oaks Home Owners Association  
Castle Pines, Colorado 80108

## Meeting Minutes

Glen Oaks HOA  
October 26, 2016 6:30 PM  
Ridge Restaurant  
Castle Pines

Meeting called to order by Skip Thurnauer at 6:47 pm. Members present: Skip Thurnauer, Briea Berry (absent), Carmen Decker, Tasha Verebelyi, Robert Tiddens

- Approval of Previous Minutes
  - Skip moves to approve, Bob seconds
- Financial Review – delinquent dues, assessments
  - Skip moves to approve financials, Bob seconds
  - Water System Bill
    - Bill is high again this month
    - Might there still be a leak?
    - Sprinklers will be shut down next week
    - Will take a hit this year on water
    - Need to look at it when turn the water on in the spring
    - **Action Item:** Bob will get bid for replumb of sprinkler system after fall clean up
    - **Action Item** – Tasha will get on committee to have Metro North come out and do survey to look for leaks in Springs
  - Delinquent Dues

- Bills Sent July
  - Delinquent bills are 90 days out
  - **Action item – CND will** Check with Charley to send letter regarding dues
- Holiday Lights – a little over budget but enough in reserves
  - Bob was able to get them to reduce price
  - Already up- will turn on November 1, 2016
  - Will remove after New Year's – second week of January
  - Depending on where legal fees come in we could have excess in that fund
- Legal Review –
  - Review and approval of revisions
    - Leave in comments for HOAs
    - In cover letter- let's put executive summary regarding the changes identified in comments in bold/italics- state compliance was the catalyst and discussion with management companies
    - **Action Item- Bob will follow up with Charlie or otherwise to find list of first mortgagees**
      - **Can we send electronic copy of amendments**
  - Discussion about process for gaining HOA approvals
    - Electronic vs Paper- 110 pages – 7700 pages
  - Plan and next steps
  - Critical Plan

- Newsletter – notice of documents and community meeting with summary regarding why we are revising - Briea to send week of November 7<sup>th</sup>, 2016
    - Week of November 28, 2016- Charley Heard will send letter with paper docs
    - **Action Item- Tasha send email blast January 3<sup>rd</sup>**
    - Community Annual Meeting on January 17, 18 or 19<sup>th</sup>, 2016
  - Tasha will do cover letter for second written notice to HO's
- Front entrance maintenance – renewal of Swingle contract or change
  - **Action Item:** Need to put in bulbs – Bob will do install on lights
    - Contract – Scope of Work does not include lights
  - Next spring discuss plantings and potentially get bids to evaluate change
  - Issues with the Road – **Action Item: Skip** will need to contact Brady Meyering regarding roads and paving and when/if it is going to happen
- ARC issues – Shanahan repair of adjacent lot, response to email
  - Shanahan's never responded
  - **Action Item:** Tasha will contact Sam Bishop with the City regarding follow up and plan
- Newsletter Content
  - Holiday Party – February 3<sup>rd</sup> or 4<sup>th</sup> 2017
    - Tasha is planning
  - Snow shoveling reminder before winter
  - City snow plowing reminders (what the process is, where to check for updates)
  - Documents update; next steps, meeting and timing
  - Welcome new neighbors

- Master HOA Delegate and Proxy forms from Kim
  - Will need to fill out and return based on who wants to be first on the list
  - Skip will be first on list and CND alternate
- Mail Chimp Accounts – All BOD (except MAL) should receive an invitation to join mail chimp from Kim shortly along with a video tutorial.
  - HOA Members will complete this within the next week as the invites expire within 7 days. This is how BOD can send from the HOA mailboxes and get docs out for review. Cannot attach files to the email templates, but Kim can include a link to PDFs and she can show BODs how to do that.
- ARC form and updated info – was sent and updated by CND
- Other Business/Issues
  - Signing of Policies
  - **Action Items:** Welcome Committee: needs to be reinstated
    - Tasha, CND and Briea to take lead
    - Purchase items for baskets
  - Einer Jensen – fire mitigation regarding goats – would like to attend Board meeting to talk about options next for next Board meetings
- Next Meeting

November 9<sup>th</sup>, 2016 at 7:00 pm at Dukes

Tasha closes meeting at 9:09 pm and Skip seconds